

# The Grad Toolkit

Tips and Tricks for Success in Graduate School

## WREE Seminar Series

When: Friday, October 18, 12:15 pm to 1:15 pm

Where: 323 [Mann Hall](#), CE, NCSU

Who: [Gurdas Sandhu](#), PhD. student, NCSU

Domain knowledge and expert skills are acquired only through due diligence. There are no shortcuts there. However, the mundane tasks graduate students do every day in the pursuit of this knowledge can benefit from tips and tricks. In my case, it would have helped if the tips and tricks I now know were known towards the start of my grad school journey. And that is true for most students. With that background, **my talk aims at starting a discussion within this department on providing graduate students with a toolkit to be more informed, productive, and successful.**

This talk will bridge the gap between top level goals and everyday tasks. For example, as a PhD. student it is expected you be aware of the latest developments in your research area. Great; but how do you stay up to date?

Given below are some of the questions this talk will address:

1. PDF documents - How can I turbocharge the inbuilt search engine in Microsoft Windows? Can I search within scanned PDFs?
2. How can I manage and cite references when writing a journal paper?
3. Can updates in my research area come to me automatically?
4. How can I setup a low cost and worry free data disaster management system?
5. How can I maximize my return on investment (ROI) for conferences?
6. What does it mean to be a PhD./research scholar?
7. What is the best time to look at job openings?
8. How do I build and market my professional brand outside academia?

**Senior graduate students and faculty are requested to attend and share their insights.** NCSU Libraries staff will be present to answer library related questions that go beyond my/our knowledge area. Three free copies of [The Elements of Style](#) will be handed out (based on 'earned' lottery).

updated: October 15, 2013