



FOR UNIVERSITY STAFF

WEEK COMMENCING 1st February 2016

MEDICAL GRAND ROUNDS

Thursday 4th February from 13:00 to 14:00

John Radcliffe Academic (Lecture Theatre 1), Headington OX3 9DU



Respiratory Medicine / Horton Hospital

Respiratory Medicine: "Severe eosinophilic airways disease", Prof Ian Pavord Horton Hospital:
"...But We Don't Give Antibiotics For Sore Throat...", Dr May Nyein, Dr Neil Stewart and Dr Matthew Scarborough

Chair: Prof Sir Peter J Ratcliffe FRS

Booking: Not required

Audience: Members of the University and NHS clinical staff

SEMINARS

This week's Wednesday seminar will be hosted by Professor Mark McCarthy and the speaker is Dr Paul Franks from the Lund University.



The title of his talk is "**The genome in context: genes, lifestyle & type 2 diabetes**". The talk will begin promptly at 1pm in the Robert Turner Lecture Theatre, and sandwiches for those attending will be available from 12:45pm.

The OCDEM Wednesday Seminar Series is sponsored by an unrestricted educational grant from the Boehringer-Ingelheim and Eli Lilly alliance

OCDEM FRIDAY SEMINAR

This week's Friday seminar organised by the OCDEM Senior Academic Faculty will be have 2 talks:

Dr Martijn van de Bunt: **“Islet gene expression provides insights into type 2 diabetes pathogenesis”**

Ms Kristie Nurse: **“Establishing techniques to visualize macrophage subsets in adipose tissue”**

The talk will begin promptly at 1pm in the Robert Turner Lecture Theatre and sandwiches for those attending will be available from 12:45

RDM Symposium Poster Reminder

Just to remind you that the deadline for submission of a poster abstract is **noon on Wednesday 3rd February**. [Details on how to submit a poster abstract](#) are available on the RDM website (and are attached). *Please note that as we are limited in the number of posters we can display, we would suggest that no more than 2-3 abstracts are submitted from any one research group.* There will be a prize for the best student poster and the best postdoc/fellow (non-student) poster.

TRAINING



Apple Mac: An introduction

Tue 02 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TOAM>

Databases: Building a database using Access

Thu 04 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TDAF>

Stata: Data manipulation and analysis

Thu 04 Feb

14:00-17:00

<http://courses.it.ox.ac.uk/detail/TMSP>

Referencing: EndNote - An introduction

Fri 05 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TDBI>

Research data management planning: An introduction for researchers

Mon 08 Feb

14:00-15:30

<http://courses.it.ox.ac.uk/detail/THAK>

Word: Building long documents

Tue 09 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TRWK>

Spreadsheets: Organising and displaying data

Mon 15 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TMSE3>

Programming: Java introduction

Mon 15 Feb

09:15-17:15

<http://courses.it.ox.ac.uk/detail/TPLR>

Word: Creating professional documents

Mon 15 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TRWF>

XML Editing: Basic XML editing with the oXygen XML Editor

Tue 16 Feb

14:00-16:00

<http://courses.it.ox.ac.uk/detail/TWDF>

Presentations: Presentation design

Tue 16 Feb

14:00-17:00

<http://courses.it.ox.ac.uk/detail/TIUF>

Spreadsheets: Organising and displaying data

Fri 19 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TMSE3>

Apple Mac: An introduction

Mon 22 Feb

14:00-17:00

<http://courses.it.ox.ac.uk/detail/TOAM>

Databases: Reporting data using Access

Tue 23 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TDAH>

Spreadsheets: Techniques for managing and checking data

Tue 23 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TMSW>

Presentations: Creating conference posters using PowerPoint

Wed 24 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TIUD>

Word: Managing your thesis

Wed 24 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TRWG>

Databases: MySQL further techniques

Wed 24 Feb

14:00-17:00

<http://courses.it.ox.ac.uk/detail/TDDD>

Spreadsheets: Advanced data analysis

Wed 24 Feb

14:00-17:00

<http://courses.it.ox.ac.uk/detail/TMSE4>

Databases: Querying and analysing data using Access

Thu 25 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TDAI>

Referencing: EndNote - An introduction

Thu 25 Feb

09:15-12:15

<http://courses.it.ox.ac.uk/detail/TDBI>

Dear all,

RE: Reminder MHRA submissions via CESP mandatory from the 1st of Feb 2016

As a reminder from the 1st of February 2016, the MHRA will no longer be accepting physical media submissions; all future clinical trial applications will be required to be made through the Common European Submission Platform (CESP). Please see below for further information about CESP and how to register if running a University of Oxford Sponsored trial.

If your trial is not Sponsored by the University of Oxford please contact the relevant Sponsor office to gain access under their company registration.

With thanks and Best wishes,

Clare

Senior Quality Assurance and Compliance Manager | Clinical Trials and Research Governance Research Services



Common European Submission Platform – CESP

The new CESP system has been designed to allow for a single, electronic submission for Clinical Trials, to all European regulatory agencies, as required. The single-platform submission aims to reduce the administrative burden of set-up in multi-national trials through automated-distribution of the application with no CD/DVD or 'hard copy' requirement.

As of February 1st 2016, the MHRA will no longer be accepting physical submissions, all future clinical trial applications will be required to be made through CESP.

Initial registration

To submit via CESP you will require access to the system. At this point, you should consider who within your Department will require access in order to submit new applications, amendments, DSURs etc. as well as ensuring contingencies are in place should staff members be unavailable for any reason.

To register with CESP, please contact either Clare Riddle or Joseph Butchinsky in the first instance to request a CESP account. We will require registration name (first name, last name) and preferred email address; this can be a generic email address monitored by multiple users. Currently, all University of Oxford users will be registered under a single Company – we may in future, dependent on the functionality and development of the CESP system, register each Department as individual sub-companies under the University umbrella.

Following your registration you will receive an email to the registered address. This will include:

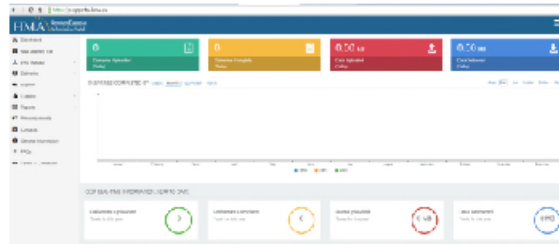
- A link to the CESP web platform
- Contact details and opening hours for the CESP support team
- Your CESP username (formatted as: c3716-surname/first initial – for example, c3716-bloggsj).

In order to complete your registration, follow the link in the email to the CESP log-in page where you will be required to set your password. If you do not receive this email please check your Junk email folder.

CESP 2.0 requires: Internet explorer 10+, Google Chrome, Mozilla Firefox or Safari.

Upon log in you will be presented with your 'Dashboard' (shown below). This will currently appear empty, however, following CESP uploads this will allow you to track the number and size of submissions from your account through the system.

Figure 1



Using CESP to submit

CESP allows for electronic submission of Clinical Trial applications to the appropriate regulatory agency, Europe-wide.

The submission should be a single .zip file. Within this package should be all the required documentation for the submission. CESP offer guidance on the creation of .zip folders using standard Windows compression [here](#).

When naming your .zip file, and the files within the .zip package, please use the standard ASCII character set. Do not use any special characters. Additionally, please note that file names and paths should not exceed 240 characters.

All submissions will now also require a covering letter; this letter must include the CESP submission number. This is the number of the downloaded .xml file (Your Delivery File, see below).

Delivery Files

The first step in the submission process is to create a new 'Delivery File'. Please select this option from your sidebar and proceed through the four Steps. It is at this stage that you will be asked to select the relevant competent authorities to receive your submission. Following the completion of these steps, a .xml file will be available for download. Save this to a safe location as it will need to be uploaded alongside your .zip file.

Please note, Delivery files cannot be renamed and each is unique to a single submission. The number in the file name is your CESP submission number and should be included in your covering letter.

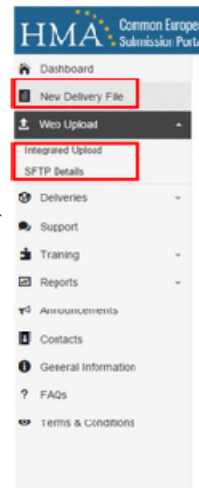
The FAQs section of the website has a specific section for Delivery Files should you require support. As CESP is designed for a variety of applications outside of clinical trials, there will be numerous acronyms and options which will not be relevant to your research. If you require further support, please contact CTRG.

Upload

There are two methods by which a submission can be made:

1. Via the online 'Integrated Upload' option.
2. Via the 'SFTP' or Secure File Transfer Protocol.

Figure 2



Secure File Transfer Protocol (SFTP)

The Integrated Upload option is based in the web platform whereas the SFTP option requires the installation of File Transfer Protocol software. For the majority of University of Oxford computers, the Oxford Applications installer will have 'FileZilla' freely available, FileZilla is compatible with CESP. There are other compatible FTP programs, details of which are available on the CESP FAQs ('Software' section).

Figure 3



Selecting the SFTP details from the sidebar will produce a pop-up with the required information for use with your chosen FTP software.

The advantage of this method is that, for extremely large uploads, SFTP is somewhat more reliable and quicker than the Integrated Upload platform.

Integrated Upload

CESP has the option to upload online via the built-in upload platform.

1. Select the 'Integrated Upload' option from the sidebar; this will open a new tab in your browser, as below.

Figure 4



2. Select 'File> New Folder', naming the folder appropriately for your submission.
3. Within the newly created folder, first upload your .zip package. The upload progress is shown in the right hand 'Transfers' panel.
4. Once the .zip upload is fully complete, upload the relevant Delivery File.

Post-upload

Following your upload, regardless of your method of choice, the registered email address will receive a message advising your submission has been received on the CESP Server. This will be followed by delivery receipts from each Agency indicated in your Delivery File.

Please be aware, these emails simply indicate successful delivery they do not equate to validation of your submission by the relevant agency.

The submission should now appear on your dashboard, which will confirm its delivery status.

Figure 5

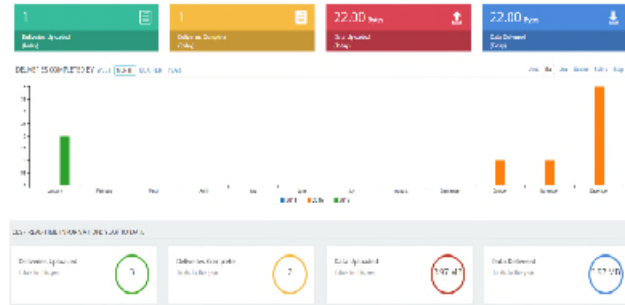
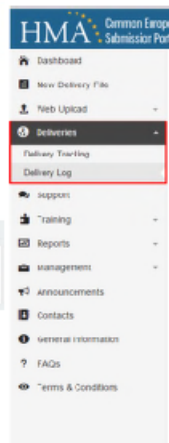


Figure 6



You may also check the status (complete or rejected) of your submission (and any previous submissions) via the Deliveries tab on the sidebar.

Support and Training

The CESP support team offer interactive Webinars. In order to register for these, check the 'Announcements' tab in the CESP sidebar for the date of the next demonstration. Additionally, via the 'Training' tab on your sidebar, there are a number of short video tutorials freely available on demand. These are also available as downloadable PowerPoint slide shows.

Furthermore, a comprehensive FAQs section is available, accessible via the sidebar. This is divided into 7 sub-sections:

- Delivery Files
- eSubmissions
- General
- Security
- Setup
- Software
- Training Guides

Should you have a technical issue the 'Support' section allows for call-logging. Here you can raise your issue and a member of the CESP support team will respond in due course. You will be notified of their response via email and on the sidebar of CESP next time you log in.

Results of the first OCDEM Step Challenge!



How many Christmas puddings can OCDEM walk off in 2 weeks?

17 members of OCDEM staff recorded in 2 weeks: 945806 steps!!!! This means that Team OCDEM walked off **28 Christmas puddings** between them!!!! Fantastic result! OCDEM has taken 1st place on the Workplace Oxfordshire Leaders Board for 'STEPS' and are 5th on the overall leader board for all activities logged. Well done to everyone who has taken part.

We would encourage you all to register at on the workplace challenge site and start logging your activities in preparation of the next challenge coming soon! www.workplacechallenge.org.uk

OCDEM Mile: Reclaiming your lunch break! The one mile walk takes place at 12.30 Monday to Friday, we meet at the main entrance at OCDEM for a 20 minute walk. Thank you to those who have joined in and are already feeling the benefits!!! We even did an 'indoor mile' last week due to bad weather...so if it's raining there is not excuse!



Introducing your OCDEM Health Champions:

Diana Mantripp, Amy Barrett., Aleksandra Langos-Baker and Leanne Hodson attended a training workshop and have come back full of ideas! Watch this space!!!!

Unwanted Toiletry Items



There is a group of staff at the JR collecting toiletries for women at the Oxford Refuge Centre, these women are often escaping domestic violence, are homeless, and have nothing. The group put together over 100 gift bags at Christmas and are now collecting toiletries to make up gift bags for Mothers Day. If anyone in OCDEM has any unwanted toiletries or is happy to add one extra bottle of shampoo, body wash etc to their weekly shop that would be fantastic. We have a collection box in the CRU nurses office and are looking to collect items in the next couple of weeks.

Many Thanks

Jane Cheeseman

Moonwalk 2016



Hello Everyone,

Jayne Starrett and myself will be doing the Moonwalk on Saturday 14th May. It is a 13/26 mile walk around London in the night for Breast Cancer.

<http://www.walkthewalk.org/Challenges/TheMoonWalkLondon/QuestionsandAnswers-1/Enteringthechallenge-1>

If anyone is interested in joining us there are still places available. It would be advisable to talk to one of us before booking so that we can aim to have the same colour start.

Best wishes

Karyna Gibbons

Diabetes Research Nurse

News from IT Services: Hilary 2016

Focus on: New Academic IT Director - Peggy McCready



We are delighted to introduce Dr Peggy McCready who took up the post of Director of Academic IT at IT Services on 30 November 2015. The Director of Academic IT is responsible for developing Oxford's world-class reputation in IT support for learning, teaching and research and for leading and managing the understanding and investigation of all aspects of the digital experience of students and academics. Peggy shares some initial insights as she begins her new role.

What should people know about you as you begin your new role?

I am passionate about the role that higher education, and in particular our youth, play in shaping the future. Over the course of my career, I have worked for both public and private research universities, which most recently includes New York University, the University of Pennsylvania and Yale University. Each institution I have worked for has provided an opportunity to advance technology enhanced education through the leadership, development and implementation of academic technology and instructional support services. My research as a doctoral student provides valuable insight from faculty, senior administrators and technology leaders regarding their experience in advancing, supporting and adopting technology-based teaching and learning practices. As a seasoned leader of academic technology services, I proudly serve as an advocate for academics and students in the use of technology to enhance learning, teaching and research.

What are your initial priorities and areas of focus in this new role?

To start, I am meeting as many individuals as possible so that I can obtain a thorough and broad-based understanding of how the needs for academic IT may differ across the academic divisions. As the University is about to release a strategy on digital education, I will be working hard to ensure that our priorities align with that of the strategy, as well as the Teaching Excellence Framework being introduced by the government.

I am also working with my team to conduct a thorough review of the services we currently provide to identify any gaps and those services that may no longer be relevant due to emerging technologies. Ultimately, our goal is to ensure that we have the appropriate portfolio of services and resources that academics and students at a world-class university such as Oxford should have to support their work.

What have you found most remarkable about working for the University?

There is so much to learn and do. It is such an amazing place that has a rich history and culture full of traditions. I have been taking every opportunity to listen and learn as much as I can about the University, including those practices that make Oxford one of the world's leading institutions. I am moved by the personal stories many individuals have shared with me about their experience working for Oxford and look forward to many enjoyable and productive years of being part of the Oxford community.

How are you finding living in Oxford?

It has only been a short time that I have been here, since the end of November. From the moment I arrived, I have been in awe of the sheer beauty of Oxford that is evident on nearly every street in its architecture, gardens and museums. I have spent nearly all of my weekends walking through the parks and gardens, as well as exploring the lovely shops and museums. The Covered Market has become one of my favourite places to visit.

IT Help 24/7



Central IT help is now available 24 hours a day, every day of the year, including weekends, bank and public holidays, and during University closures. The new, telephone-based, out-of-hours support service, [NorMAN](#), started at the end of Michaelmas term.

IT appointments will continue to be available from 9.00am – 5.00pm for face-to-face support, contact help@it.ox.ac.uk or (6)12345 to book, but we will no longer be offering an evening helpdesk.

The arrangement operated successfully over the Christmas period when NorMAN took eight IT support calls, largely password and email-related, and all calls were successfully dealt with. This year NorMAN also formed part of our arrangement for emergency contact over the break. While feedback showed that the provision was appreciated, we were delighted that it was not needed.

The change is due to increasing demand from IT users at all levels in the University for round-the-clock IT support, voiced most recently through the Service Portfolio Review. However, we are aware that some users and IT support staff may be concerned about the reduced availability of face-to-face support. If you have any concerns, please contact the service desk via help@it.ox.ac.uk or (6)12345 to discuss your requirements and book an appointment where appropriate.

This is a significant change to our services and we will review performance regularly to help make it effective as quickly as possible.

IT Services is very grateful to everyone who has worked on our evening help desk and our data centre evening supervisor who have managed this provision seamlessly for many years.

SharePoint Upgrade Successful



On the weekend of 23-24 January 2016, the SharePoint service was upgraded to the SharePoint 2013 platform.

There should be minimal change immediately after the upgrade as sites will continue to operate as before (in SharePoint 2010 mode), but there might be cosmetic differences to the appearance of a few sites.

Over time, sites will be migrated to SharePoint 2013 mode and it is then that users will realise the benefits of the upgrade. Improvements will include greater flexibility for customisation, a better search facility and a richer browser experience. Site collection administrators* will keep site owners and users advised about when this migration will happen. (*A site collection administrator has control over a group of SharePoint sites. Within this group, individual sites will have site owners who have administrative control over that particular site.)

For further information or if you have any queries about the upgrade, in the first instance please contact your Site Collection Administrator (check who this is via the [SharePoint listing](#)). If they are unable to assist you please contact sharepointproject@it.ox.ac.uk. For help with using SharePoint you should contact the IT Service Desk on (01865 6) 12345 or via help@it.ox.ac.uk.

Office 365 Migration



After a wide consultation process, the University's IT Committee has decided to approve a project to implement the upgrade of the Nexus email and calendar service to the hosted cloud-based Office 365 service. The project will commence in early 2016 and hopes to deliver early benefits for the start of the 2016-17 academic year.

The main benefits for email and calendar users across the University will be:

- A much enlarged email inbox quota; increasing to 50 GB from 2 GB.
- An improved web browsing experience for Outlook Web Access users accessing their email from outside the University.
- Better integration with SharePoint 2013. The upgrade from SharePoint 2010 to 2013 will be implemented in advance of the move to Office 365, but the Nexus SharePoint service will remain on premise (not cloud-based) for the foreseeable future.

IT Services has been working closely with Legal Services and Information Security and will continue to do so as the project moves forward. For more information please contact mike.fraser@it.ox.ac.uk.

Stay Secure

New Information Security Website



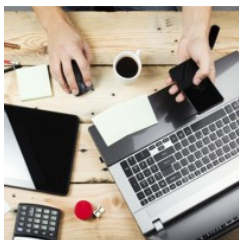
The new, dedicated [Information Security website](http://www.infosec.ox.ac.uk) was launched in December 2015. The site includes existing content, previously hosted elsewhere and now comprehensively revised and updated, as well as all-new advice. This is your one-stop shop to help secure your devices and data – both at home and at work.

The site provides appropriate and up to date information for all members of the University, whether you are a senior administrator, student, fellow, researcher or staff member. Do you need to report an incident, check out the security arrangements of your suppliers, find advice on avoiding scams or keep an eye on the latest security updates? It's all at www.infosec.ox.ac.uk.

If you'd like to know more or have a comment about the site, please contact us via infosec@it.ox.ac.uk.

Learning, Teaching and Research

How do Students use Digital Tech to Learn?

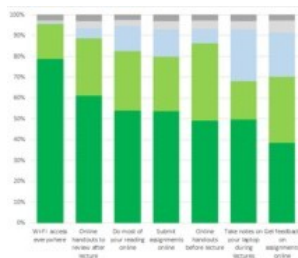


Over the course of 2015, members of the Education Enhancement Team have been carrying out research into the student digital experience at Oxford, assisted by three graduate students from the Department of Education. "DIGE 2", as it has been known, was a follow-up to a similar study carried out in 2011/12.

Like the first project, the aim was to build knowledge and understanding of how students learn with digital technologies to ensure that the systems and services offered by IT Services are relevant to students' digital needs and preferences. The team is also investigating the ways in which the digital experience has changed (or has remained similar) since the original DIGE study; unsurprisingly, the rise in mobile devices is the salient finding. The team also explored how effective practice in technology-enhanced teaching and learning might be fostered within the University as this also has an impact on student's experience.

The [report](#) is available (SSO required) and has been welcomed by the Education IT Board. For further information, please contact eet@it.ox.ac.uk.

Freshers' Survey Report Available



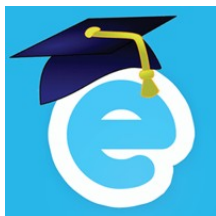
Each year, IT Services runs a stall at Freshers' Fair and invites students to complete a survey. Over 800 freshers completed the Freshers' Survey this year. Their responses on some 30 questions have now been analysed and the report published to help IT Services and others around the University keep informed on student's expectations, experiences and equipment. Highlights include:

- 29% of freshers brought tablets.
- Students bring an average of 2.8 internet enabled devices each; some bring as many as 9.
- 15% of research postgraduates have no anti-virus software.
- Almost all students bring a smartphone.
- Using Twitter (reading and/or tweeting) is down for the first time in several years.
- 65% of freshers follow the University on Facebook.

Read the [full report](#) online and contact communications@it.ox.ac.uk for further information and queries.

Engagement and Global Reach

Digital Tech for Impact, Engagement and Outreach: #OxEngage



The award-winning #OxEngage programme is back for a full term of lunchtime talks, workshops, and online courses. Running throughout Hilary the programme will offer practical support, inspiring case-studies and discussion on the use of digital technologies for impact, public engagement and outreach. The programme will be complemented by a free online course and a new classroom-based series where staff and students can explore ways we use, create and share open knowledge.

#OxEngage is delivered by IT Services and the Bodleian Libraries. For more information and to book please visit the [#OxEngage blog](#).

Other news

The Oxford Network Evolution (TONE) - pilot underway



The Oxford Network Evolution (TONE) project has two objectives: to replace the University's backbone network hardware, and to replace and augment the fibre network that connects the backbone with University units.

The new backbone network service is called Odin. It will increase the network capacity for high-bandwidth traffic such as high-performance computing and the new Chorus unified communications service. Odin is also designed with greater resilience in mind, minimising single points of failure across the network and allowing for units to increase their local resilience as well (depending on their location and connectivity options).

The TONE pilot started on 18 January: this will test the migration of six pilot sites to the new Odin network. The project team is working directly with these sites to ensure a smooth migration with minimal disruption.

Following successful completion of the pilot, the main migration of all remaining units to Odin will commence from April and run until October 2016. Fibre replacement work is progressing as planned: the project is in direct contact with the affected sites to arrange for surveys and internal cabling.

For more information on TONE, please speak to your local IT Support Staff, visit the [TONE website](#) (SSO required), which includes a video overview of the project, or contact tone@it.ox.ac.uk.

What does IT Services do? The Highlights Report and Videos



The work of IT Services covers a wide range of service provision, as well as projects and programmes to introduce new services, upgrade infrastructure and bring innovative IT to the University. To help demonstrate what we do, we have created a [Highlights](#) publication to provide readers with a flavour of the department's current challenges, opportunities and achievements.

Accompanying the report are a number of videos including how the podcasting team collaborates with colleagues across the university, describing the IT infrastructure which underpins your everyday activities and ways IT Services supports key business systems. You can also find out more about future plans for improved customer service and how we helped Merton College with their 750th birthday celebrations.

It is hoped that the brochure conveys something of the scope of activity, the importance of collaboration, and the commitment and expertise of IT Services staff.

IT Services Rolls-out Quick Search PCs across the Bodleian Libraries



IT Services has completed replacement of the Bodleian Libraries terminals providing walk-up quick-reference to some of Oxford's world-class library resources. The new PCs provide access to key online resources and information without requiring login, including access to SOLO resources, printing for readers, and Library password resets. IT Services' Desktop Services Team and NSMS Windows Server Team used new Dell all-in-one PCs to keep the systems smaller and more in keeping with the library setting.

The new machines, known as *Quick Search PCs*, are cost-effective to deploy as they simply reconfigure an existing Reader Workstation setup to provide a kiosk-style experience (no login required). These have replaced a total of 105 Sun Ray machines, which had reached their end-of-life, across 25 different Bodleian locations.

IT Services teams worked closely with Librarians and Bodleian Digital Library Systems and Services (BDLSS) to develop and trial the new configuration in a test environment. This enabled the agreed solution to be deployed rapidly, with all of the new machines in place and old equipment removed for recycling in just five days. For queries, please contact maggie.howe@it.ox.ac.uk.

IT Innovation Challenges Project Hits the News



One of the successful winners of the [IT Innovation Challenges](#) was launched in Michaelmas and featured prominently in [University, student and local news](#).

[First Response](#) is a new app that takes survivors and friends of sexual assault survivors through the most relevant options available to them, from attending a sexual assault referral centre to calling the police and getting medical attention.

The University's IT Innovation Challenges scheme funds innovative projects designed to enhance the staff or student experience at Oxford by using digital technology. The Innovation Challenges are facilitated by IT Services as part of the University's IT Strategy. Stuart Lee, Deputy CIO of IT Services said: "It is great to see such an important support application being delivered by Oxford students as part of the first round of the IT Innovation Challenges".

The next round of staff Challenges opens on 10 February 2016. If you have an idea that could make a difference to an aspect of studying or working at the University, submit it to the [Oxford Ideas](#) website. For this round we would particularly welcome ideas for digital projects that:

- [target inclusivity](#) and/or
- facilitate the capturing and/or recording of research data and processes

The scheme promotes the development of ideas through open discussion, the more your idea is talked about the stronger it will become so it is important to submit your idea as early as possible.

Events

do:



do: is a [series of lunch time talks](#) that highlight the use of IT technology in support of business systems and processes in the University. The new season of talks will run through Hilary term 2016 so [book your places](#), and come along to hear about how you could “save time and frustration”.

Breakfast at IT Services



New members of Oxford University staff are warmly invited to join us for breakfast at IT Services, Banbury Road on Friday 12 February. Over croissants and coffee, we will introduce you to the many important services that are available to you for your work or research. There will also be a chance to chat to IT staff and other newcomers. Please [book your place](#).

WebLearn User Group (WLUG)



Calling all WebLearn users to meet with members of the IT Services WebLearn team on Monday 14 March to give feedback and share ideas and practices regarding the use of WebLearn. Ensure that your voice and ideas are heard and shared in order to inform the ongoing development and support of the system. [Book here](#).