

Student Guidance

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What is UROS?

The Undergraduate Research Opportunities Scheme (UROS) is a competitive bursary scheme designed to provide exciting opportunities for undergraduate students to gain real research experience working in collaboration with an academic member of staff on projects covering all disciplines across the University. UROS embodies the principle of 'Student as Producer', which underpins the Lincoln approach to teaching, learning and student engagement.

Student bursaries available

There are two tiers of student bursaries available for students undertaking a UROS Project. These are dependent on the project scope and time commitment involved in the research project.

Tier 1 UROS Project

- Project Scope should be 30 – 55 over a 4 – 10-week period.
- Should be an achievable workload to undertake alongside studies and/ or other commitments
- Can be conducted during term-time and/or over the summer-period
- £500 student bursary to contribute to cost of living while students undertake the research project.

Tier 2 UROS Project

- Project Scope should be 60+ hours over a 6 – 12-week period.
- Due to the time commitment required we encourage students to under-take a Tier 2 project over the summer-period so that the workload does not impact on studies.
- £1000 student bursary to contribute to cost of living while students undertake the research project.

The bursary awarded through UROS is intended for the student researcher/s. The awarded student bursary is a tax-free fixed amount paid directly to the student researcher(s) as a contribution to cost of living while undertaking the project.

Costs for materials etc. should not be deducted from the bursary, they should be provided by the sponsoring school. If the project requires specific resources which are not readily available within your School/Department additional funding of up to £150 can be requested for as part of your application to cover, or contribute towards, costs. This should be detailed in the breakdown of associated cost section of the application.

Who can take part in UROS?

Applications are invited from any University of Lincoln undergraduate student wanting to pursue a research project in partnership with either an academic school or a professional service department

There are some misconceptions about conducting research, such as research being viewed as a solely scientific process and less as a universal principle. However, this is not the case.

Research refers to the systematic investigation into and of sources that allow new conclusions to be drawn about the topic in question. This – simplified – means research is looking into an area of interest in a methodical way to develop and apply new knowledge into the topic of investigation.

Therefore there are many possibilities of areas of interest in which you can conduct research! For example, you can conduct applied research, where you find answers to a specific question you are interested in researching. Or you can conduct inductive research, where you collect data that may then help develop a new theory for your area of research.

Prior UROS research projects have been undertaken in a wide variety of areas. Here are some examples:

- “Avatars for Mobility Impaired Players in Games and Virtual Reality – Samuel Stubbings (UROS, 2019)
- “Fantastical bodies and how to wear them” - Kai Speed (UROS, 2020)
- “Using Sport to Reduce Stigma Towards Health Illness” - Janine Blades (UROS, 2021)
- “Can being attractive get you out of jail time?” - Janie-Lea Jarvis (UROS, 2022)

What is expected of UROS Student Researchers?

Students undertaking a UROS project as a Student Researcher are expected to understand the nature of the research required prior to accepting scholarship, work professionally with others, and develop and apply skills to deliver reliable project outcomes. Student researchers are expected to:

- Work professionally with others, developing skills and applying them to deliver reliable project outcomes
- Commit to understanding the full nature of the research work required prior to accepting a bursary, thereby minimizing potential mismatch between project requirements and student expectations
- Work within the appropriate health and safety guidelines
- Keep the LALT Engagement Team updated with project progress
- Submit an IMPact Journal article of your research project, main findings and learning journey
- Submit a research poster showing the results of the completed research project
- Attend UROS showcase poster presentation event
- Assist with publicity for UROS events.

Expected UROS project outcomes

Students participating in the scheme will be expected to disseminate their projects and research findings in a variety of ways, including a published report 2000-word report and through a poster presentation at the annual UROS Exhibition Showcase (held in October/November).

Why take part in UROS?

As a student, UROS provides the opportunity to gain real research experience with an academic researcher at the university. This collaboration will give you a genuine insight into the research environment and can make a significant contribution to your transferable skills and employability. By undertaking a research project, you can:

- Gain transferable skills that will benefit you in your studies and employability
- Insight into and experience of academic research and associated techniques
- Opportunities to contribute to the development of new knowledge
- Be treated as an important member of the team, working alongside experienced University staff
- Two tiers of student bursary available - £500 and £1000 depending on the scope of the project.
- Application process will develop knowledge and experience which will benefit future research funding bids.

Eligibility

To receive a student bursary you must be a current undergraduate student while conducting your research project - therefore all first and second year undergraduate students are eligible to apply for the scheme.

Final year students are eligible to apply if they will still be a current student when the UROS project starts. Final year students will only maintain their student status and be eligible to conduct a UROS project during the summer period if that are they are continuing into a higher degree when they graduate.

How to get started

Decide how much time you can commit to the project and when you are intending to conduct the research (during term-time or over the summer period). This will help you decide which tier of UROS Project to apply for.

If there is an area that interests you, you are welcome to approach an appropriate academic member of staff about the possibility of developing a project.

If you have a broad range of interests and would like to undertake a UROS project but are not sure exactly what you would like to research, discuss with your tutors, and know that you are interested in participating a UROS project. They will be able to discuss your options, and if they can't support the project, they may be able to put you in touch with a colleague who can.

All projects will require an academic member of staff in the role of research project supervisor, who must ensure that the student researcher receives an induction, supervision and regular progress

review meetings, training and assisting with the written reports and dissemination on research and keep the LALT Engagement Team updated with project progress.

You can conduct a UROS Project in collaboration with other students however, there can only be one student bursary awarded per project, so this would need to be split between the students.

How to apply for a UROS bursary

Once you have an Academic Supervisor agreed you can start the application process.

Before you start your application, you should have had an initial meeting to discuss the proposed research project and have the following prepared:

- Names and emails of all student researchers involved with the project
- Name and emails of all the Academic Supervisors involved with the project
- Project Title
- Project Statement (outline of the proposed research project)
- Impact Statement (impact of the research and dissemination plans)
- Student Statement (why you want to take part and what you will bring to the project)
- Academic Supervisor Statement (why you want to take part and what support you will give to the student)
- Which Project Tier you are applying for
- Project Plan (outline of the plan including a Gantt chart timeline)
- Project costs (if applicable)

Please ensure that you read the [UROS application guidance](#) before making your application. This document guides applications through each section on the application form.

The completed application form should be submitted using the online application form by the stated application deadline. Please ensure that you read the full UROS application guidance before making your application.

The link to the online application form can be found on the [UROS website](#)

If you are unable to access the online form a downloadable form can be requested by emailing uros@lincoln.ac.uk

Applying for ethical approval

A requirement of taking part in the UROS scheme is that you adhere to the University's ethical guidelines and procedures, therefore all UROS application form must be accompanied with a Lincoln Ethics Application System (LEAS) [ethics application](#) reference number.

At this stage the ethics application should be initiated as a draft but NOT SUBMITTED until your bursary award has been confirmed. By doing this the LEAS system will generate a reference number which can be provided in the application.

If the project is to be part of a larger project which already has ethics approval, please use the approved project ethics reference.

If your UROS application is successful, you will then need to submit your LEAS application. Ethical approval is needed before the research starts, and the student bursary can be paid. Delays with ethical approval may result in the withdrawal of the bursary funding for the research project.

More information can be found in the [Understanding UROS ethics process guide](#)

Review process

As a competitive programme all applications will be assessed by two reviewers. Decisions about awards will be made by a panel which includes the Dean of Lincoln Academy of Learning and Teaching and at least 2 representatives of the University's research community.

All applicants will be notified of the outcome of their applications once this process is complete. If your application is unsuccessful, you can request feedback to support future applications.

Selection criteria

As a competitive programme, all applications will be scored by reviewers against the following key criteria:

- **Eligibility:** The student applicant is a current University of Lincoln undergraduate or graduate enrolled in a full-time/part-time higher degree and will still have student status when the UROS project is undertaken.
- **Ethical Considerations:** LEAS ethics reference provided with application.
- **Research Proposal:** The project proposal is thorough and well defined with clear objectives and contributes to the research work of the University.
- **Research Impact & Output:** Project outputs are high-quality with a clearly defined dissemination plan.
- **Student Engagement:** The application clearly sets out the student's role, the support they will receive, and shows evidence to support the value of their contribution to the project and demonstrates how their skills/knowledge will be developed through this collaboration.
- **Project Plan:** Clear timescales and responsibilities are set out within a detailed project plan. The project scope meets the requirements of the UROS Project Tier applied for and is both feasible and achievable and there are no obvious or substantial risks identified as regards delivery.

The most important aspect is the quality of the research experience you will gain for participating with the project. The following have been identified as characteristics of successful applications:

- The research project is a genuine collaboration between you and your supervising academic.
- The Student Researcher has input on all stages of research including project design, data collection, analysis, reporting and dissemination.
- The Student Researcher is fully supported throughout the research project.

Projects should enable students to

- Develop and apply research skills to deliver a worthwhile outcome
- Develop the ability to work effectively with others
- Organise and present research outcomes to a high standard
- Make a valuable contribution to the research work of the university.

Timeline

This year we have introduced two application windows for UROS applications as set out below:

Application Window A

- 01 October 2023: Open for applications
- 15 December 2023: Deadline for applications
- February 2023: Outcomes announced

Application Window B

- 08 January: Opens for applications
- 22 March 2023: Deadline for applications
- May 2023: Outcomes announced

Starting your project

Successful applicants can initiate their research project as soon as ethical approval is received. You should conduct your research as set out in the project plan submitted with your application, providing updates to the LALT Engagement Team if there are any significant changes.

A mid-project report should be submitted to the LALT Engagement Team to provide evidence that the project is meeting the planned project milestones.

All research projects including methodology, analysis, findings and results must be concluded in an IMPact Journal article and a UROS poster by the deadline date.

Support sessions

We understand that taking part in a UROS project may be an undergraduate students first experience of undertaking research and therefore provide a range of support to student researchers.

In addition to the support of your supervisor the Lincoln Academy of Learning and Teaching (LALT), who oversees UROS, also provide students with support from initial enquiry about UROS through to the submission of the research poster and paper.

LALT run five workshops, designed to support staff and students with UROS from application to submission:

- **Applying for a UROS Student Bursary** (ONLINE)
- **Welcome: Introduction to UROS** (IN-PERSON)
- **UROS IMPact Writing Workshop** (ONLINE)
- **Poster Workshop** (IN-PERSON BRAYFORD CAMPUS)
- **Poster Presentation Skills** (IN-PERSON BRAYFORD CAMPUS)

We strongly recommend that students take advantage of these workshops, not only will these sessions help to support students through each stage of the process but will hopefully give them the opportunity to meet and network with fellow students to share ideas and practices.

Full Information on the support and workshops available can be found in the [UROS support guide](#)

Sharing your research

A UROS showcase exhibition is held to give UROS participants the chance to share their research and learning journey with other students and staff at the University of Lincoln.

Your IMPact article will be submitted for publishing in the UROS edition on IMPact. If specific research findings can't be shared externally at this stage an alternative section focussing on your UROS experience can replace this section in your paper.

A summary of your project and links to your poster and published IMPact journal article will be published on the LALT blog site, where they can be shared with the wider community both internally and externally.

We encourage all UROS participants to attend research events to share their research experience as widely as possible and many participants go on to attend external conferences and contribute to published papers.

To find out more about UROS please contact uros@lincoln.ac.uk to discuss your proposal or for any further information about the bursary scheme, or visit lincn.ac.uk/UROS.

Frequently Asked Questions

Where do I start?

Students interested in applying should contact their department's research supervisors, personal tutor or an academic member of staff to discuss their interest or to enquire and express an interest about existing research projects.

Do projects have to be directly curriculum orientated?

Projects should be extra curricula and not part of your assessed course work. Students should not rewrite a UROS report and present it as a dissertation. The main reason for this is that UROS is an opportunity to contribute to the research work of the university and needs to be seen as quite separate from the taught curriculum. For reasons of fairness, it would not be right if students were perceived as being funded to do work which was part of their assessed programme of study.

However, it is reasonable for a student to build upon the UROS experience and expand on the topic for their dissertation. One of the identified benefits from UROS is that students become involved in a particular area of research and see their dissertation as an opportunity to expand this and take it further. However, in all cases the dissertation must represent a genuine extension of the project, with a revised focus of inquiry and further data collection and analysis.

Ultimately, the responsibility lies with the School and academic researcher to determine what constitutes a significant extension of the project.

Does it matter which application window I apply in?

No. You can apply in either window, however we recommend that those who wish to undertake a Tier 1 project alongside their studies apply during Window A as outcomes are announced in early February so that you can conduct your research during Semester B.

When will the money be paid?

Upon commencement of research and with the confirmation of ethical approval the bursaries will be made in two-staged payment directly to the students' nominated bank account.

Will I have to pay tax?

No. The bursary is a one-off set amount intended as a contribution to living costs while undertaking the research project.

How often should I see my supervisor?

Students should expect an adequate induction and regular contact with their supervisor, seeing them not less than once per week. If supervisors need to go away during the research, it is requested they limit their absence to 2 weeks and make arrangements for alternative supervision.

What happens after the research is completed?

All UROS students are expected to write an IMPact Journal article and produce a research poster.

Your article will be peer reviewed and published in the UROS edition of the IMPact Journal.

The research will be exhibited in a research dissemination event where students and their supervisors will be offered the opportunity to take part in a poster display and present the findings of their research.

Participants are encouraged to submit research findings to external publications and conferences for example the British Conference of Undergraduate Research BCUR. See <http://www.bcur.org> for further details.

What if I am unable to publish my results externally?

If you are unable to publish your results as they need to remain confidential at this stage, perhaps as they are part of a larger research project, your journal article and poster can replace the full results section with a reflection of your UROS experience. Full guidance is provided to support this.

Should a record of the research be kept?

The UROS is an ideal opportunity for Personal Development Planning (PDP) and keeping a progress record is not only good research practice but will help in the construction of your IMPact article and poster.

Undergraduate Research Opportunities Scheme (UROS) Terms and Conditions

1. Students can only apply for one project/bursary per year.
2. Only current University of Lincoln students are eligible to apply for the scheme and must still be a current student while undertaking the research project.
3. Only first and second year students are eligible to apply for summer research projects as part of the scheme. Final year students would not normally be eligible because they will have become graduates at the point when the UROS project starts, however, exceptions may be made in special circumstances e.g. where the final year student intend to pursue a higher degree when they graduate.
4. All projects will require an academic member of staff in the role of research project supervisor.
5. Projects should be extra curricula and not part of a student's assessed course work.
6. Students should not rewrite a UROS report and present it as a dissertation. The main reason for this is that UROS is an opportunity to contribute to the research work of the university and needs to be seen as separate from the taught curriculum.
7. The application form must be jointly completed by both the supervising academic and the participating student researcher(s) and have the approval of the Head of School.
8. Project supervisors must ensure that student researcher receives an induction, supervision and regular progress review meetings, training and assisting with the written reports and dissemination on research
9. Project supervisors and student researchers need to keep the LALT Engagement Team update with project progress and provide a mid-project report.
10. The research proposal must contribute to the research work of the University – where outputs are high-quality and clearly defined, aligning with current College priorities.
11. Project delivery is both feasible and achievable, with clear timescales and responsibilities set out within the project plan.
12. All student researcher(s) are expected to write and submit an IMPact journal paper, a 150-word synopsis for the blog, and produce a research poster by the deadline date. The research poster will be exhibited in the annual UROS Exhibition Showcase Event, where students and their supervisors will be offered the opportunity to take part in a poster display and present the findings of their research.
13. The LALT Engagement Team is responsible for identifying potential bursary recipients on the basis of the criteria, as such, the LALT Engagement Team cannot be responsible for any errors or omissions in the information supplied to it and where eligibility decisions are based. The LALT Engagement Team's decision on the interpretation of eligibility criteria is final and there is no right of appeal.
14. UROS funding is discretionary. This means even if you meet all the criteria you are not automatically guaranteed a bursary. LALT will select applications that are deemed to be the most deserving in its sole discretion.
15. All applications are assessed and reviewed twice, by a member of academic staff and a member of professional services staff.
16. All unsuccessful applicants are given the opportunity to gain feedback on their application and where applicable this also include signposting to other funding opportunities.
17. Participants are reminded that by accepting the bursary payment you are agreeing to complete the research activities as outlined in the project plan. Failure to adhere to these terms will result in the amendment or withdrawal of full or part funding.
18. Ethical approval must be in place and confirmed before the release of any bursary payment.

19. All UROS participants must declare any conflict of interest