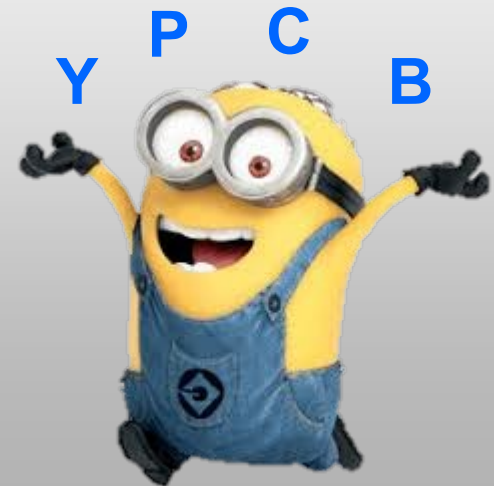


How to level up your NRF evaluation and rating application

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What happens to your application after the internal closing date?

- ✓ Reviewed by University panel (senior academics)
- ✓ Representation from all four Colleges
 - ✓ About 20 applications per College; fewer for LMS
 - ✓ **Enabling process**-recommendations for improvement
 - ✓ Eligibility/prematurity checked – NRF consulted
- ✓ Broad category recommendation-to inform possible appeal if outcome is very different

What are reviewers looking for?

- 1. Appraisal of research outputs in the last eight years**
- 2. Estimation of applicant's current standing as a researcher**
- 3. Reviewer's recommendations for future development of research**

1. Appraisal of research outputs in the last eight years

- **Judgement of quality** of research outputs past eight years (2014 – 2021)
- **Opinion** on the standing and **appropriateness** of the **publication outlets** (~~Precatory~~ journals)
- **Significance** of the research in broader context of the **discipline/field** (impact on own and other fields)
- If research outputs of a **group**, assess applicant's **contribution** (“own contribution” data field)
- Any impact on industry or society (if possible)

2. Estimation of applicant's current standing as a researcher

- Rate applicant **relative to his/her peers** in the field
 - Justify/substantiate reasons with **reference** to the quality of the **research outputs**.
- Comment on **both national** and **international** standing.
 - Judgement on the research outputs of the **last eight years (2014 – 2021)**.
- Comment on the **size** of the applicant's **research field** and on the current **importance** of the **field** of the applicant's research within the discipline.

Notes and Tips by Section

Updating/creating your CV

- ✓ Start TODAY- it is a tedious process!
- ✓ Re-visit EACH section
 - ✓ No conflicts between previous and current positions
 - ✓ Supervised students: completed/ongoing? **(not req. rating applic.)**
- ✓ Fields of specialisation-add sufficient number + info

Guidelines and Instructions for Applicants:
Completing a Rating Application
Seven Steps
Call 2022

For all sections requiring narratives

- ✓ Write proper narratives-start early!
- ✓ Prepare in MS Word or similar
- ✓ **SPELL CHECK!!!!**
- ✓ Use the character count

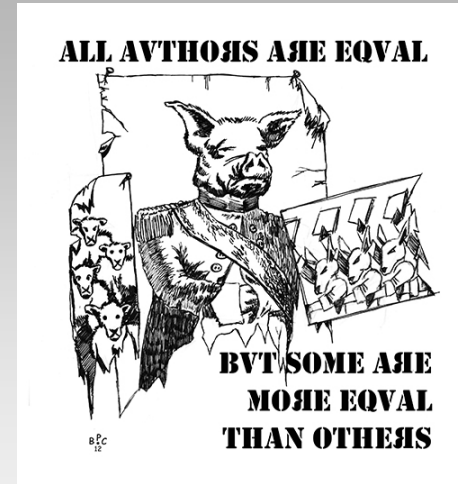


Personal profile

- ✓ Use the 5500 characters available!
- ✓ Story (narrative) of your **research** career
- ✓ Awards, special recognition
- ✓ The giants on whose shoulders you stood
- ✓ Significant research grants (esp. international)
- ✓ Summary of impact of journals where published
- ✓ Names of Journals and granting bodies that you review for
- ✓ Editorial boards, scientific committees



Articles in Refereed Journals



Guidelines and Instructions for Applicants:
Completing a Rating Application
[Seven Steps](#)
Call 2022

- ✓ Input correctly + DOI
- ✓ **Applicant's contribution very important**
 - Do not cut-and-paste same for all (**not % only**)
 - Reflects where you are in your research career
 - Within 5 yr of PhD (going for Y) 1st author
 - Going for C (established researcher) senior author
 - Middle author-give realistic account **your** contribution
- ✓ State if **invited** review
- ✓ Place to sneak in journal IF, Q-ranking in field

Conference outputs

✓ Be honest/realistic about category

– Refereed/Peer-reviewed Conference outputs

- Similar to full journal paper
- Those submitted to DHET for subsidy (UKZN PUs)
- NOT Abstract in Conference proceedings

– Other Significant Conference outputs

- Abstracts for Posters/Talks
- Most conference participation in this category
- Add if you/student won a prize

– Keynote/Plenary Addresses

- Only if really that-reviewers check up!

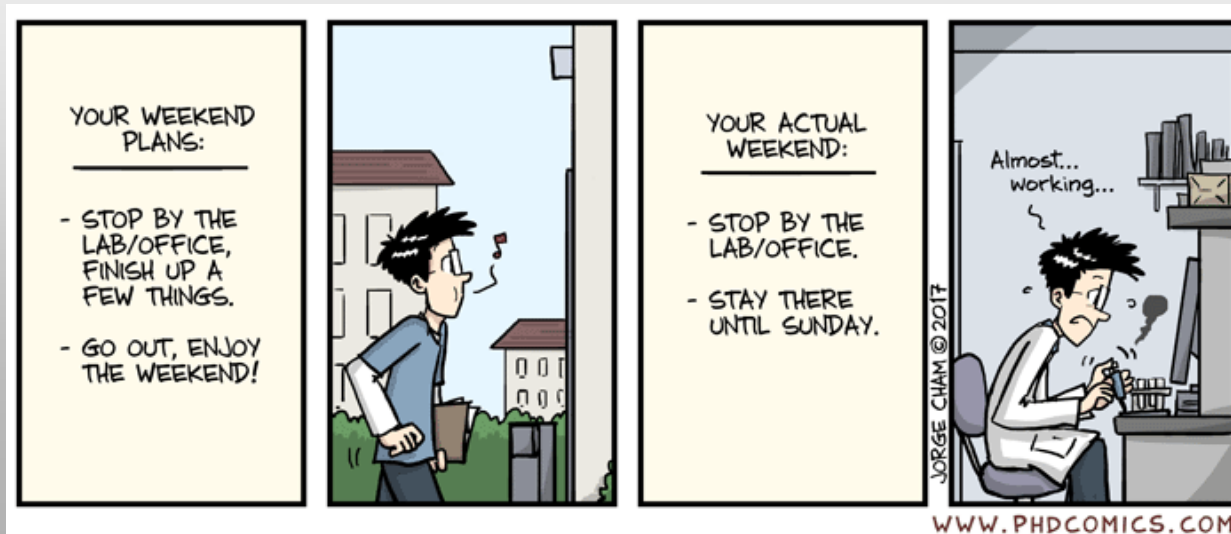


Best Research Outputs Last 8 Years

- ✓ **Give proper motivations for choice of 5 best**
 - 800 characters
 - You are typically 1st or senior author
 - Journal of good standing in your field (give IF)
 - Impact of the work (already/potentially)
 - How many citations (if published long enough ago)
 - Are main players in the field citing it?
 - Creative work: exhibited in major galleries
- ✓ **Upload copies of 5 best saved with name of paper - see instructions & pointers in**

Best Research Outputs Students

- ✓ Co-authored publications
- ✓ Post-graduate degree completed with distinction
- ✓ Prizes awarded
 - Best poster/talk prize at conference
 - Professional Society prize for best dissertation/thesis



Brief Description Completed Research

- ✓ **Narrative (11 000 characters)**
- ✓ **Important to show coherence in body of work**
 - Place to show that there is a golden thread running through your work
 - Especially important if you work in different areas
 - Make it clear to the reviewer what you are working on
 - Subheadings
 - Consolidated story
 - Review of your work
- ✓ **Mention your research collaborations**

Self-assessment Research Outputs

- ✓ Blow your own trumpet, but be realistic
- ✓ Last 8 years-built around best outputs
- ✓ Noteworthy contributions to extension of knowledge in your field
- ✓ Explain own contribution to team-effort
- ✓ 5 500 characters – use them!



Ongoing and Planned Future Research

- ✓ Show that you have a clear plan what to do next
- ✓ **Narrative-** NOT list of research topics
 - ✓ Early career researcher (going for Y) show what you plan to do to carve out own independent research niche
- ✓ Place to put all *'in press'*, *'accepted'* or *'submitted'* research outputs
- ✓ 5 500 characters

Possible Reviewers

- ✓ Nominate at least 6, not more than 10
- ✓ Be frank about relationship (**former** collaborator or **former** colleague-make sure sufficient distance in time)
- ✓ NO own institution (UKZN) reviewers!
- ✓ Include international reviewers (guide below)
 - ✓ Going for Y:1 or 2
 - ✓ Going for C: 3
 - ✓ Going for B: 4
- ✓ Permitted to exclude reviewers (3)

