

Reference: EdtIB.12-DEP/2022

## NOTICE FOR THE AWARD OF GRANTS IN THE SCOPE OF R&D PROJECTS AND INSTITUTIONS

A tender is hereby opened for the award of 1 (one) **Research Grant** (RG) in the scope of the Research Centre on Didactics and Technology in the Education of Trainers (CIDTFF) of the Department of Education and Psychology of the University of Aveiro (UIDB/00194/2020 & UIDP/00194/2020), under the following conditions:

**1. Scientific Area:** Educational Sciences

**2. Funding Source:** Foundation for Science and Technology, I.P./MCTES, through national funds (PIDDAC).

**3. Admission Requirements:** Students enrolled in one of the master's degree offered by the Department of Education and Psychology of the University of Aveiro.

(View Courses at: [Courses - University of Aveiro \(ua.pt\)](#) and [Training at UA - Universidade de Aveiro](#))

The proof of enrolment must be made available until the contract is awarded, and the candidate may attach a [declaration of honor](#) to confirm that they meet the requirements for enrolment in an integrated master's degree, master's or doctoral program or in a course that does not confer an academic degree.

If the qualification has been conferred by a foreign higher education institution it must be **recognized by a Portuguese higher education institution**, under the terms of the provisions of article 25 of Decree-Law no. 66/2018, of August 16th, which approves the legal regime of recognition of academic degrees and diplomas of Higher Education, attributed by foreign higher education institutions, and of paragraph e) of no. 2 of article 4 of Decree-Law no. 60/2018, of August 3rd, and any formalities established therein must be fulfilled by the date of the hiring act.

**4. Eligibility:** Applicants are eligible if they comply with paragraph a) of no.1 of article 2, of the Research Fellow Statute as amended by Decree-Law no. 123/2019, of August 28th, as well as nos. 1 and 2 of article 6 of the Research Grant Regulations of the Foundation for Science and Technology. The RG(s) awarded to undergraduate or master students enrolled in courses that do not confer academic degree may only be granted to those who do not exceed, upon conclusion of the grant contract in question, including possible renewals, an accumulated period of two years in that type of grant, consecutive or interpolated, under the terms of no.5 of article 6 of the aforementioned Regulations.

**5. Work plan:** The work to be developed is part of the Programmatic Projects of the Research Centre on Didactics and Technology in the Education of Trainers (CIDTFF) – Smart Knowledge Garden (SKG) and Open Educational Smart Campus (OESC) – and aims to support the Responsible Investigator of the projects and the team in the following tasks:

- Support in managing the team's online workspace.
- Support in the preparation and promotion of team meetings, meetings with other CIDTFF working groups, and meetings with external entities and partners associated with the projects (preparation of PowerPoint, memos and other supporting documents, etc.).
- Support in monitoring the financial execution of projects.
- Support in monitoring and executing the project timeline.
- Support in internal communication (between the team members, between them and the CIDTFF Coordination and DEP and UA structures/services) and external communication (between the team, partners and external entities).
- Support in the processing, organization and preparation of information and documents of various kinds related to the projects.

- Support in the dissemination and communication of the projects (e.g. creation/update of web pages, writing of news).

**6. Applicable legislation and regulations:** Statute of Scientific Research Grant Holder, as amended by Decree-Law no. 123/2019, of August 28th; Regulation no. 950/2019, of November 29th, published in Diário da República, no. 241, Series II, of December 16th (FCT, I.P. Research Grants Regulation); Decree-Law no. 66/2018, of August 16th (Legal regime for recognition of academic degrees and diplomas of higher education awarded by foreign higher education institutions).

**7. Workplace:** The work will be carried out at the Research Centre on Didactics and Technology in the Education of Trainers (CIDTFF) of the Department of Education and Psychology of the University of Aveiro, under the scientific supervision of Professor António Augusto de Freitas Gonçalves Moreira and Professor Rui Marques Vieira.

**8. Duration of the grant(s):** The grant duration will be 12 (twelve) months, predictably starting in November 2022, and may be renewed for an additional period of 12 (twelve) months, up to the maximum limit of approved funding. Under no circumstances shall it exceed the limits defined in nos. 3 and 4 of article 6, of Regulation no. 950/2019, of November 29th, published in Diário da República, no. 241, Series II, of December 16th (Research Grants Regulation of FCT, I.P.).

**9. Amount of monthly maintenance allowance:** The amount of the grant corresponds to €875,98, according to the table of monthly maintenance allowance amounts set out in Annex I of Regulation no. 950/2019, subject to any updates that may be applicable, under the terms of no. 2 of article 18 of Regulation no. 950/2019, of November 29th, published in Diário da República, no. 241, Series II, of December 16th (Research Grants Regulation of FCT, I.P.). The fellow may also be reimbursed for the amount corresponding to the Voluntary Social Security, in case of adherence to this plan

**10. Selection methods:** The selection methods to be used will be the following: Curriculum Assessment (criterion A) and the Competency and Profile Assessment Interview (criterion B).

Applications considered admissible will be scored on a scale from 0.0 (minimum) to 5.0 (maximum) in each of the evaluation criteria.

a) Criterion A – Curriculum Assessment – based on the analysis of academic qualifications and professional curriculum, and in accordance with the following sub-criteria:

- Sub-criterion A1 – Academic Path, with a weight of 55%.

The score for this sub-criterion is calculated based on the final grade that appears in the Degree certificate (180 credits, pre- or post-Bologna) presented by the candidate in the application form, according to Table 1.

**Table 1 – Reference table for defining the score for sub-criterion A1 – Academic Path.**

<b>Degree (180 credits)</b> (pre or post Bologna)	
<b>Classification</b>	<b>A1 Score</b>
≥ 18	<b>5,0</b>
17	<b>4,5</b>
16	<b>4,0</b>
15	<b>3,5</b>
14	<b>3,0</b>
13	<b>2,5</b>
12	<b>2,0</b>
11	<b>1,5</b>
10	<b>1,0</b>

In the case of certificates whose final classification is presented with decimal places, it will be rounded to the nearest unit following the following rule: when the decimal place is equal to or greater than 5, it will be rounded up; when the decimal place is less than 5, the value will be kept.

If the certificate presents, simultaneously, the classification rounded and with decimal places, the rounded classification will be used.

When candidates present **more than one degree** with an equivalent number of ECTS credits, it is up to the Jury to decide which one best suits the work plan and which should, therefore, be counted in the calculation of the academic path classification (sub-criterion A1).

The Jury must consider the other course(s) presented by the candidate in the evaluation of sub-criterion A2, valuing their personal curriculum. In any case, the methodology decided and applied by the Jury must be explained in the respective evaluation reports and in the minutes.

For the purposes of calculating sub-criterion A1, and in the case of certificates that specify only a qualitative classification, it will be converted into the terms expressed in Table 2, for the consequent determination of the classification of the academic path (by application of Table 1).

**Table 2 - Qualitative ratings conversion table**

Qualitative Rating	Converted Rating
Excellent Very Good with Distinction Distinction and Praise <i>Magna Cum Laude / Summa Cum Laude</i>	18
Very Good Approved with Distinction Good with Distinction <i>Cum Laude</i>	16
Good Approved / Unanimously approved	14
Sufficient	12

- Sub-criterion A2 – Personal Curriculum Vitae, with a weight of 45%.

Professional experience associated with research and/or training programs and/or projects will be valued, particularly relevant for carrying out the work plan indicated in point 5, as well as training carried out, participation in volunteering activities, etc., according to the scores in table 3.

**Table 3 – Reference table for defining the score for sub-criterion A2 – Personal Curriculum Vitae.**

Personal Curriculum Vitae	A2 Score
Extremely relevant curriculum vitae	5,0
Very relevant curriculum vitae	4,0
Relevant curriculum vitae	3,0
Curriculum vitae of little relevance	2,0
Not relevant curriculum vitae	1,0

b) Criterion B – Competency and Profile Assessment Interview, optional, only in case the Jury does not consider itself duly qualified to decide based on the Curriculum Assessment. If carried out, the interview will only apply to candidates placed in the first three positions after the Curriculum Assessment, and will have a weight of 50%. The interview aims



to determine and evaluate, in an interpersonal relationship and in an objective and systematic way, the skills and aptitudes of the candidates by comparison with the profile and requirements of the tasks to be performed, in view of the work plan described in point 5.

In the event that none of the candidates demonstrate that they have the profile indicated for carrying out the work plan, the Jury reserves the right not to award the grant.

#### 11. Composition of the Selection Jury:

- Doutor António Augusto de Freitas Gonçalves Moreira (President of the Jury)
- Doutor Rui Marques Vieira (Effective member)
- Doutora Ana Raquel Gomes São Marcos Simões (Effective member)
- Doutora Susana Isabel Janeiro Ambrósio (Substitute member)
- Doutora Maria Helena Almeida Beirão de Araújo e Sá (Substitute member)

**12. Deadline for applications and how to submit applications:** The call is open from 19 to 30 September 2022, and only applications submitted within the deadline will be admitted.

Applications must be formalized, mandatorily, by email to [cidtff@ua.pt](mailto:cidtff@ua.pt), in email with the subject “Application for a Research Grant for Master’s Student – Programmatic Projects”, with delivery notice, with the following documents:

- *Curriculum vitae* of the candidate organized according to the evaluation criterion A indicated in point 10 of this public notice, and containing: i) elements of the identity card/citizen card/passport; ii) e-mail address for receiving notifications within the scope of the grant award process; iii) list of scientific indicators that allow the Jury to carry out the curricular evaluation, in the terms indicated. All indicators (scientific articles, communications, etc.) mentioned in the CV and the respective tests must be accessible through the internet, for which candidates must indicate an active link/URL where the Jury can access them;
- Proof of enrollment in one of the Masters covered by point 3 of this public notice, or, alternatively, a [declaration of honor](#) that the application fulfills the requirements for enrollment in a Master's degree;
- Qualification certificates of the academic degrees held, specifying the final classification;
- Record of recognition of academic degrees awarded by foreign higher education institutions and record of the conversion of the respective final classification to the Portuguese classification scale, or, alternatively, [declaration of honor](#) by the candidate that he/she will obtain recognition of the equivalent foreign degree the degree at the time of contracting the grant, if he/she is selected for the position (if applicable);
- Application form available at <https://www.ua.pt/pt/sgrh/bolseiros>.

**13. Form of publication/notification of results:** The final results of the evaluation will be published through an ordered list by final mark, posted on the University's website, within 90 working days after the final date of submission of the application, and the successful candidate will be notified by email. For the purposes of prior hearing of interested parties, the deadline of 10 working days is set, as provided for in the Code of Administrative Procedure. At the end of the period for hearing the interested parties, and in the absence of any response from them, the list of candidates will become final. Candidates may lodge a complaint against the final decision within 15 working days, or appeal to the maximum executive body of the funding entity within 30 working days after notification of the final decision, in accordance with the provisions of article 12 of the Research Grants Regulation of the Foundation for Science and Technology.

**14. Tender duration:** The final ranking list of candidates will be valid until March 2023 for the purpose of constituting a reserve list for selection.



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The models of the grant contract and of the final report to be prepared by the grant holder and the supervisor are available at [Research fellows - sgrh - Universidade de Aveiro \(ua.pt\)](https://www.ua.pt/research-fellows-sgrh).

University of Aveiro, 19/09/2022

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Professor Maria Helena Almeida Beirão de Araújo e Sá