THE LONDON SCHOOL OF ECONOMICS AND POLITICAL SCIENCE

Department of Media and Communications

MPhil/PhD Handbook

2023/24

lse.ac.uk/media-and-communications

Contents

Department of Media and Communications

HUB Connect with the LSE community
studenthub.lse.ac.uk/welcome

Key dates and deadlines

The information in this Handbook and a bit more can also be found on the Departmental PhD hub:

(Information on the hub will be updated regularly so use it for reference. You will be informed if any important information or dates change due to unforeseen circumstances)

Key to abbreviations: AT= Autumn Term, WT = Winter Term, ST= Spring Term.

Key dates for all

MPhil Welcome event	Wednesday 20 September (AT Week 0)
MPhil Registration	Tuesday 19 September (AT Week 0)
Welcome reception	Wednesday 27 September (AT Week 1)
Phub (PhD and researcher social)	Wednesday 18 October (AT Week 4)
Celebrate! Media and Communications PhDs	Wednesday 29 November (AT Week 10)
Phub (PhD and researcher social)	Wednesday 7 February (WT Week 4)
Mini-Conference and Poster session	Wednesday 27 March (WT Week 11)
Phicnic (PhD and researcher social)	Wednesday 22 May (ST Week 4)

Committees

AT SSLC	Thursday 26 October (AT Week 5)
WT SSLC	Thursday 15 February (WT Week 5)
ST SSLC	Wednesday 29 May (ST Week 5)

MPhil/PhD candidate deadlines

MPhil Draft theories chapter deadline (year 1)	Monday 4 March (WT Week 8)
MPhil draft methods chapter deadline (year 1)	Monday 29 April (ST Week 1)
PhD End of year reflection deadline (year 2/3)	Monday 20 May (ST Week 4)
MPhil thesis proposal for year 1 upgrade deadline	Monday 20 May (ST Week 4)
MPhil upgrade vivas (year 1)	Tuesday 28 May to Thursday 13 June (Week 5-6)

Seminars and Workshops

MC501 (3rd years+)	Weekly term time meetings on Wednesday from 13:00 – 14:30
PhD 'Mixer' (all years)	Coffee and a chance to socialise with other PhDs - 14:30 - 15:00
MC500 (1st and 2nd year)	Weekly term time seminars on Wednesdays from 15:00 – 16:30

Welcome from your Doctoral Programme Director

Welcome to the Department of Media and Communications and our MPhil/PhD programmes in Media and Communications and in Data, Networks and Society.

Doing a PhD in our department gives you the opportunity to encounter and exchange new ideas and develop the contributions you will want to be making to understanding the role of media and communications in society. We look forward to learning from the wealth of experience you bring which will no doubt enhance our department's research environment.

Undertaking a PhD is a major commitment that requires a strong sense of purpose and discipline on your part, but can also be one of the most intellectually enriching and creative periods of your life. Throughout this exciting time with us, my colleagues and I will provide every support possible to help you achieve your potential and make this a very rewarding experience for each of you.

As a community of scholars, we are fully committed to nurturing a Departmental culture that is transparent, inclusive, and supportive. We promise to collaborate with you in making this department a great place to learn, study and work.

In my role as director of the doctoral programme, I hope you will feel able to approach me to make suggestions or to seek advice by email or by appointment – or simply stop me in the corridors for a quick chat. The same goes for Leo Beattie, our Research Manager – you'll find him a great "first port of call" for all kinds of questions and resources.

I wish you all the very best for this academic year and look forward to getting to know you and working with you. Enjoy your time at LSE!

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Professor Ellen J. Helsper
Doctoral Programme Director
Department of Media and Communications
London School of Economics and Political Science

About the Department

History and research profile

Established in 2003 under the direction of Professor Roger Silverstone, and now led by Professor Bart Cammaerts, the LSE Department of Media and Communications undertakes outstanding and innovative research and provides excellent research-based graduate programmes for the study of media and communications.

The Department has 27 full-time academic staff plus a number of guest lecturers, associate and visiting staff who are involved in our teaching and research. Seven professional services staff support the Department's work.

With 96% of research outputs ranked world-leading or internationally excellent (Research Excellence Framework 2021) the Department of Media and Communications provides excellent research-based education to its PhD candidates. Its mission is to guarantee the highest quality graduate research training in media and communications and to undertake original social science research in the field, emphasising in particular the relationship between media, technology, and social change. Our new cohort of first year MPhil candidates arrives as several have recently or will very soon submit their PhD theses, so this year we shall have around 40 MPhil and PhD candidates and will offer all the opportunity to develop their research skills and ideas in a global centre of excellence in media and communications research.

We draw upon and contribute to multiple disciplinary agendas. In so doing, we engage with theoretical and methodological approaches that tackle the ethical implications of media and communications. Starting from the perspective that we live in (unevenly) media-saturated societies, we examine structures, processes, practices and discourses and their role in power relations on the global, national and local levels. We are committed to undertaking comparative and transnational research that de-centres Eurocentric perspectives and allows us to study the different ways in which media matter around the globe. We ask the following questions around four research areas that loosely structure the work done in our department:

Media Culture and identities

What are the roles of media and communications in shaping narratives, identities and lived experience? How do media and communications support or hinder identities, cultures and solidarities associated with race and ethnicity, gender and sexuality, class and the city, age and generation?

Media, Participation and Politics

What role do media and communications play in political socialisation, participation, mobilisation and protest around the world? What resources are available to citizens and other stakeholders and how are these mediating their participation?

Communication, Histories and Futures

What is the origin and history of media representations, contemporary discourses and narratives? How are these connected to ideologies, imaginaries and narratives about the future? How do they contribute to broader processes of social change?

Communication, Technology, Rights and Justice

What are the issues of rights and justice that are significant for the development of media and communications including algorithms? What national and global policy and regulatory responses are needed to achieve citizen sovereignty over the use of data and digital services?

Important contacts

Department contacts

PhD programme first point of contact: media.phd@lse.ac.uk

Doctoral Programme Director	**Professor Ellen Helsper** Room FAW.7.01E **e.j.helsper@lse.ac.uk**
Research and Department Affairs Administrator	**Danielle Blasse** Room FAW.6.01H **D.Blasse@lse.ac.uk**
Research Manager	**Leo Beattie** Room FAW.6.01B **l.t.beattie@lse.ac.uk**
Department Manager	**James Deeley** Room FAW.6.01J **j.a.deeley@lse.ac.uk**

School contacts

PhD Academy Advice Team	The PhD Academy has a dedicated advice team that can provide advice on academic matters (particularly around progression, interruption, withdrawal, regulations and exams). If you are not sure who to contact about a query please contact the advice team via **lseportal.force.com/studentservices/s/enquiry-form**. Further information on accessing the PhD academy services can be found on our website at **info.lse.ac.uk/current-students/phd-academy**.
PhD Academy Director	The PhD Academy Director, Professor Bingchun Meng, is available for informal discussions about your student experience and your research and training needs.
Careers	**Catherine Reynolds** Careers Advisor for PhD students **c.reynolds1@lse.ac.uk**
Financial Support	**Financial Support Office** **financial-support@lse.ac.uk**
Library	**Heather Dawson** Academic Support Librarian (for Media and Communications) **h.dawson@lse.ac.uk**

About the Doctoral Programmes

It is very important that you, as our MPhil and PhD researchers, familiarise yourselves with the Regulations and other vital information for research students. For LSE's formal regulations, see **lse.ac.uk/resources/calendar/research.htm**

Media and communications research is developing rapidly, both theoretically and methodologically, in keeping with the vast expansion in the reach, diversity and significance of media and communications globally. Our research is fundamentally interdisciplinary, drawing on the theories and methods of a range of social science disciplines as they apply to media and communications, both old and new.

The Department of Media and Communications will ensure that you develop a theoretical understanding, methodological expertise and critical capacity appropriate to the field and your own research, taking into account each candidate's previous research training and specialisation area. Our programme regulations require that all our MPhil candidates attend compulsory courses. We also encourage your attendance at a variety of courses and events, internal and external to the Department, as relevant to your research interests.

Aims of the Doctoral Programme

The Department of Media and Communications recognises that research flourishes in a supportive environment. As a mid-size department within LSE, we benefit from an informal and friendly atmosphere, which encourages a lively intellectual culture in which creative ideas from many perspectives can be exchanged.

The arrangements for the MPhil/PhD programme are designed to:

• provide a rigorous and constructive environment that is conducive to high quality research;

• encourage you to take full advantage of the range of advice and specialist knowledge available in the Department and in the School as a whole;

• support and monitor your progress on a sustained basis so as to help you to complete your thesis within the required timeframe.

In return, we expect PhD candidate to do their part. Conducting research is a collaborative venture, with rights and responsibilities on both sides.

Your central support will be provided by your supervisor(s) whose task it is to guide, support and oversee your academic and personal welfare, together with your thesis committee. In addition, the doctoral programme director, Professor Ellen Helsper, has a general tutorial role for all MPhil and PhD candidates and can offer an independent view of your progress or advise on any difficulties that you might experience, including uncertainties about supervision.

Also key to you completing your research successfully is the network of support and advice available to you. On the informal side, probably the most important support resource is other MPhil and PhD candidates. Those who have experienced the same challenges that you face, who work in a similar field or with similar methodologies, can provide invaluable advice on how to avoid or respond to obstacles. Additionally, the Department's professional services team can provide informal support and advice.

An informal, research student-led mentoring scheme is in operation, providing MPhil candidates with the opportunity to benefit from the experience and guidance of senior PhD candidates, through individual meetings during the course of the year.

If there are issues of policy or provision that you wish to discuss, you may raise these at the Staff/Student Liaison Committee. Additionally, support, advice and guidance is available from the PhD Academy team.

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Being an MPhil/PhD student

Supervision

Supervision is at the heart of your academic experience and intellectual development as an MPhil/PhD candidate. Your supervision in the department will take one of two forms:

(a) Primary and secondary supervisors.

(b) Co-supervision, i.e. joint supervisors with broadly similar responsibilities.

The supervisory team will normally be made up of department staff, but if you are working on a topic with a particularly interdisciplinary focus, it may be appropriate for a secondary supervisor or co-supervisor to be enlisted from another LSE department. In such cases, either the primary supervisor or one co-supervisor will be Department of Media and Communications faculty.

Your supervisor(s) will help to define your area of research, offer advice on sources and the choice of materials and methods and on attendance at courses and seminars. Later on, your supervisor(s) will discuss the preparation and writing of your thesis.

Your primary supervisor's role is both academic and pastoral, providing support that ranges from the intellectual through the practical to the personal. It is important that the relationship you develop with your supervisor(s) is the right kind of relationship for the way that you and the supervisor(s) work, and for the subject matter of your research. In managing this relationship, there are certain issues that you might usefully bear in mind:

• You should be proactive in the relationship – supervision is a joint responsibility. So, be active in arranging meetings and frame ideas and issues for discussion to ensure that you derive maximum benefit from the meetings.

• Always go into a meeting with your supervisor with a clear idea of what you want to gain from that meeting (a formal or informal agenda) and leave with an equally clear idea of what you have achieved. Taking notes during the meeting helps record keeping and organisation of your work.

• Our supervision culture values positive feedback and encouragement, but please remember that constructive criticism is a vital part of developing research and that the value of a discussion may not be evident until sometime later.

- It is important that you let your supervisor(s) know in good time of any problems that might impact on your research (e.g. financial, health or other difficulties) or difficulties in carrying out an aspect of research. Also inform supervisor(s) of any work you are taking on, they will aim to support you in managing a healthy work-life balance.

- If your research field touches on areas outside the supervisor(s)' sphere of competence, your supervisor(s) can help to put you in touch with specialists who might advise you. Reciprocally, if you do receive advice and feedback from someone other than your supervisor(s), you should let your supervisor(s) know about this, so they are aware of the advice you receive. The same is true if you have separate meetings with individual supervisors, inform both supervisors that you have had meetings and what will be or was discussed.

- Supervisors are entitled to decide which subjects they can usefully supervise: the School cannot guarantee that you will be able to work with any particular supervisor you wish. The Department of Media and Communications accepts the responsibility for a candidate's supervision once admitted, and it will do everything possible to ensure the best possible outcome in cases of difficulty.

Issues with supervisors

We make every effort to match our MPhil and PhD candidates with supervisors who are best placed to guide and support a thesis through until its completion. However, we do understand that issues between candidates and their supervisors can arise and we do not want you to suffer in silence if this is happening to you. **Please flag up issues as early as possible**.

- If you feel that the feedback or guidance which you are receiving from your supervisor(s) does not meet your expectations, then it is vital to raise this first with your supervisor(s). They may decide to alter their approach or they may put you in touch with someone else whose approach more closely meets your needs.

- If it is difficult to raise these matters directly with your supervisor, or if you wish to transfer from one supervisor to another, you should consult the doctoral programme director. Please remember that such discussions are fully confidential and are treated with absolute discretion by the director. If your supervisor happens to be the doctoral programme director, you can raise your concerns with the Head of Department (Prof. Bart Cammaerts) or the PhD Academy (**info.lse.ac.uk/Current-Students/PhD-Academy**).

Supervision hours

Full-time doctoral candidates should meet with their primary supervisor at least three times a term in the first year (e.g. biweekly) and twice a term thereafter. Supervision is normally not to be expected outside of term time.

Part-time doctoral candidates should meet with their supervisor at least twice a term in the first year and once a term thereafter.

These are general guidelines; in practice, the intensity of the supervisory relationship tends to vary over time. For example, less supervision may be needed during data collection compared to the writing-up stage.

During the 2023/24 academic year, the default supervision format is face-to-face. However, it will be for the supervisor and doctoral candidate to decide between them on the best format for these meetings, whether face-to-face, online, or a combination of the two.

Seeking advice from other academics

As a PhD researcher at LSE, you are welcome to meet with any member of faculty to discuss your research, including faculty within the Department of Media and Communications but also in other Departments. Please use the studenthub to book an office hour, **admin.studenthub.lse.ac.uk/**. Do not use the studenthub to make appointments with your supervisors, supervisions should be agreed in person/via email.

The PhD Log

We are required to keep PhD logs by the LSE. It is important that you get into the habit of making detailed entries into the log soon after each meeting with your supervisors. The log provides a method of recording what has been discussed and agreed between you and your supervisor/s and allows you and your supervisor/s to provide further comments if required. It allows you to keep an accurate record of the topics discussed and actions required when meeting your supervisor(s) next.

The PhD Log can be accessed via LSE for You. Please note that it is **compulsory** for supervisors and PhD candidates to use the PhD Log. **lse.ac.uk/lseforyou**.

The thesis committee

You will be assigned a thesis committee consisting of your supervisors and another senior member of the Department as Chair. This committee will act as the review panel for your upgrade examination, at the end of the first year of registration, which assesses your readiness to upgrade from MPhil to PhD. The thesis committee remains responsible for monitoring your progress in subsequent years.

It is in the discretion of MPhil candidates to contact your Thesis Committee Chair and ask for a meeting to discuss your research topic or ask for advice on any aspect of doctoral life in the Department. Whilst the thesis committee chair is not formally a member of your supervisory team, you should feel comfortable approaching them throughout your time here if you feel you can benefit from their academic advice and guidance.

The PhD Board

The Department of Media and Communications PhD Board, consisting of all supervisors and chaired by the Doctoral Programme Director, is the body responsible for academic standards relating to MPhil/PhD candidates within the programmes and particularly for reviewing their progress towards completion of their degrees.

The progress of all MPhil/PhD candidates is reviewed annually at the PhD Board, which meets once a year near the end of the Spring Term. The Department will subsequently report to the PhD Academy with its approval for each PhD PhD researcher's re-registration for the following academic year or any condition which must be fulfilled before re-registration. Each student will receive an end of year letter from the Director of the PhD programme and the PhD board informing them of the recommendations made by the PhD board. The upgrade viva (1st year MPhil candidates) and end of year reflection documents (post upgrade PhD candidates) will be used by supervisors to gage progress and issues encountered and will be reported on by the PhD Board to make these recommendations.

Programme regulations: MPhil/PhD Media and Communications and MPhil/PhD Data, Networks and Society

Year 1

Supervision

During the first year, regular supervisions should be scheduled with your supervisor during term time. The arrangements for this will be slightly different depending on the model of (co)supervision and agreements with your supervisors. Do not use supervisors' bookable office hours to make appointments, arrangements should be made directly with your supervisors.

During these meetings your supervisors will support you in your exploration of the theoretical and methodological literature relevant to your research and in finding the training you need to prepare for the upgrade viva examination. Besides supervision, both theoretical and methodological training are provided that prepare you to become a scholar in the field of Media and Communications and your area of expertise in particular.

All-round training (including theory, fieldwork preparation and general skills training)

MC500 Doctoral Seminars (required for 1st and 2nd year candidates).

This readings, presentations, and workshop based, PhD researcher-centred seminar series explores key theoretical, analytical and practical challenges of doing media and communications research and being a scholar in this field. One presentation per PhD researcher is expected as well as a contribution to the mini-conference (WT11). The Doctoral seminars offer a space committed to providing a positive, inclusive, diverse, and safe community for its members. All participants need to keep in mind that class interactions, despite disagreements or criticisms, should always be constructive and respectful to others.

Teacher responsible: Professor Ellen Helsper. MC500 seminar sessions take place weekly, in person, on Wednesdays 15.00-16.30 (UK time), preceded by the PhD researcher Mixer with 3+ years. There are no sessions in Week 6 (reading week). A reading list with required and suggested advance reading for each seminar will be published on Moodle at least a week before the seminar. The reading lists are constructed in collaboration with PhD candidates.

Theory courses

One full unit or two half units of theory courses, chosen from the School's **graduate course provision**. Courses are to be chosen in liaison with the primary supervisor/co-supervisors and will be approved by the Doctoral Programme Director. It is strongly advised that PhD researchers select at least one half unit in the Department of Media and Communications.

Research methodology training

MPhil candidates will take MC5M2 Advanced Methods of Research in Media & Communications (including Qualitative & Quantitative Analysis). MC5M2 is composed of three sections. Section 3 is adjusted based on the level of quantitative or qualitative analysis skills training you wish to acquire (see the MC5M2 handbook).

Section 1. Principles of Research in Media and Communications: A series of lectures offered by the Department of Media and Communications faculty in Autumn Term.

Section 2. Specialist research workshops: A series of 5 three-hour workshops (comprised of two x 1.5 hour sessions) offered by media and communications staff in WT. PhD researchers are required to participate in all five workshops.

Section 3. Principles of Social Research Analysis: PhD researchers should take two half unit courses offered by the Department of Methodology, *one of which* must be quantitative (**MY464** Introduction to Quantitative Methods for Media and Communications is the basic quantitative analysis option for MC5M2). The combination of courses must be approved by the supervisor and discussed with the MC5M2 convenor (Prof. Ellen Helsper).

Peer mentoring

The peer mentoring scheme was an idea developed by the Department's PhD cohort in order to foster a supportive environment for incoming MPhils by pairing first year MPhil candidates with a second year PhD candidate who has completed their first year of study.

MPhils will be able to talk to their peer mentor for a personal perspective on being an MPhil in the Department, as well as offering insight into making the transition between a taught master's degree and a research degree. Peer mentors will not be able to offer academic mentorship, this should be offered by your supervisory team. Additionally, any administrative or procedural questions should be directed to the professional services team. The role of the peer mentor is to offer a friendly face and advice and guidance on what it's like as an MPhil studying at LSE

Mentors will also be expected to be involved in the *mock upgrade vivas* that are held in week four of Spring Term to prepare you for the upgrade vivas in ST 5 and ST 6.

Year 2

Supervision

During the second year, supervisions should be scheduled with your supervisor during term time. The arrangements for this will be slightly different depending on the model of (co)supervision and agreements with your supervisors. Do not use supervisors' bookable office hours to make appointment, arrangements should be made directly with your supervisors.

During these meetings your supervisors will support you in the continued development of your theoretical framework and provide guidance on your fieldwork, including obtaining ethics approval, tips on fieldwork conduct and analysis of data and material collected.

MC500 Doctoral Seminars (required for 1st and 2nd year PhD researchers).

This readings, presentations, and workshop based, PhD researcher-centred seminar series explores key theoretical, analytical and practical challenges of doing media and communications research and being a scholar in this field. One presentation per PhD researcher is expected as well as a contribution to the mini-conference (WT11). The Doctoral seminars offer a space committed to providing a positive, inclusive, diverse, and safe community for its members. All participants need to keep in mind that class interactions, despite disagreements or criticisms, should always be constructive and respectful to others.

Teacher responsible: Professor Ellen Helsper. MC500 seminar sessions take place weekly, in person, on Wednesdays 15.00-16.30 (UK time), preceded by the PhD researcher Mixer with 3+ years. There are no sessions in Week 6 (reading week). A reading list with required and suggested advance reading for each seminar will be published on Moodle at least a week before the seminar. The reading list are constructed in collaboration with PhD candidates.

Peer mentoring

The peer mentoring scheme was an idea developed by the Department's PhD cohort in order to foster a supportive environment for incoming MPhils by pairing first year MPhil candidates with a second year PhD candidate who has completed their first year of study.

MPhils will be able to talk to their peer mentor for a personal perspective on being an MPhil in the Department, as well as offering insight into making the transition between a taught master's degree and a research degree. Peer mentors will not be able to offer academic mentorship, this should be offered by the supervisory team. The role of the

peer mentor is to offer a friendly face and advice and guidance on what it's like as an MPhil studying at LSE.

Mentors will also be expected to be involved in the mock upgrade vivas that are held in week four of Spring Term to prepare first for the upgrade vivas in ST 5 and ST 6.

Year 3 onwards

Supervision

In the lead up to thesis submission, regular supervisions should be scheduled with your supervisor during term time. The arrangements for this will be slightly different depending on the model of (co)supervision and agreements with your supervisors. Do not use supervisors' bookable office hours to make appointment, arrangements should be made directly with your supervisors.

During these meetings your supervisors will support you by giving feedback and recommendations on analyses and on the writing up of your thesis. They can discuss examiner selection with you, help prepare you for the final viva, discuss future career opportunities and publication plans.

MC501 Advanced Doctoral Workshops

Doctoral seminar discussing work-in-progress (chapter drafts; analysis-in-progress; articles to-be-submitted), providing a space for collaborative writing and analysis, as well as practical workshops relevant to academic and other research careers and preparation for the final viva. The Doctoral seminar series is a space committed to providing a positive, inclusive, diverse and safe community for its members.
All participants need to keep in mind that class interactions, despite disagreements or criticisms, should always be constructive and respectful to others.

Teachers responsible: Professor Ellen Helsper and Professor Lillie Chouliaraki. Weekly seminars taking place from 13:00 – 14:30 every Wednesday, followed by the PhD researcher Mixer with 1st and 2nd years.

Note

Any individual exemptions from or variation to the requirements above must be agreed with the PhD researcher's primary supervisor and the Doctoral Programme Director in writing.

MPhil assessment and progression

Year 1

Theories assessment

As an MPhil candidate, your theoretical progress will be assessed during the year through the submission of a draft theoretical chapter (literature review, theoretical framework and bibliography) of your thesis proposal.

The draft chapter will be marked by your supervisors and will receive one of the following grades: Distinction (70-100%), Merit (60-69%) Pass (50-59%) or Fail (0-49%).

Word limit: The chapter should be no more than 3,500 words.

Deadline: The deadline for the chapter is **Monday 4 March 2024** (Winter Term, Week 8). The chapter should be uploaded to the MC500 Moodle page by 12.00 (midday UK time) and sent directly to your supervisors.

Feedback: Feedback will normally be received by the end of Winter Term, this can be in person or in written form.

Methods assessment

As an MPhil candidate, you will be assessed in the following two ways on your methodological learning:

Methods exam(s)

Students will have to sit the exam for MY464 Introduction to Quantitative Methods for Media and Communications in Winter Term week 0.

MPhil candidatess who have taken (and passed) MY464 or who have evidence that they have completed and passed equivalent course will be exempt from the examination for MC5M2 but are encouraged to take more advanced quantitative analysis training if they want to up the game in their quantitative analysis training.

Exams for methodology department courses are administered and marked by the Department of Methodology, and will take place during the examination periods in either Winter or Spring Term, depending on which courses you select. Please do not arrange to leave the country during examination periods until your exam dates have been confirmed.

Draft methodological chapter

This draft chapter should contain – a research question, the design of the study, including a description of the sample/justification of material selection, and a justification of the design of the data collection tools used (e.g. interview guides, questionnaires, annotation method) and the analytical method (e.g. statistical procedures, thematic, critical discourse, semiotic analysis), as well as a description of any pilot study conducted. See the summative assignment guidelines for **MC4M1** for inspiration.

The draft chapter will be marked by your supervisors and will receive one of the following grades: Distinction (70-100%), Merit (60-69%) Pass (50-59%) or Fail (0-49%).

Word limit: The chapter should be no more than 3,500 words (excluding appendices).

Deadline: The deadline for the draft chapter is **Monday 29 April 2024** (Spring Term, Week 1). The chapter should be uploaded to the MC500 Moodle page by 12.00 (midday UK time) and sent directly to the supervisors.

Feedback: Feedback will normally be received by the beginning of Week 3 of Spring Term.

What does a fail in any of these assessments mean?

The assessments are formative and do not formally impact your progress. If you fail for the quantitative methods exam (in the methodology department) but pass the upgrade, you will receive a 'conditional upgrade'. This means you will be upgraded on the condition that you receive a mark of at least 50% in the resit of the failed piece of work.

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Upgrade examination

All year 1 MPhil candidates are MPhil candidates until they pass their upgrade, at which point they will become PhD candidates. MPhil candidates cannot proceed unless they have passed their upgrade. To upgrade from MPhil to PhD, you submit a thesis proposal and take part in an upgrade viva with your supervisors and a department faculty member.

The PhD Board determines the Department's criteria for upgrading from MPhil to PhD. Together with any examination/s for methodological courses, the thesis proposal will form part of the evaluation process, and, together with an upgrade viva, will determine whether MPhil candidates are permitted to upgrade from MPhil to PhD and continue into their second year.

You are expected to ensure that these criteria are fully discussed with your supervisors during your first year of study. The PhD programme director can also be consulted for further guidance and there will be a dedicated MC500 session to discuss the upgrade process.

The upgrade is conducted by the last week of spring term.

Deadline: Full-time MPhil candidates must submit a thesis proposal to the Department by **Monday 20 May 2024** (Spring Term, Week 4). This should be uploaded to the MC500 Moodle page by 12.00 (midday UK time).

Word limit: Your thesis proposal should be no more than 10,000 words and should include:

• a substantive statement of the aims (i.e. contribution to academic debates);

• theories and methods proposed for the thesis;

• a tentative chapter outline,

• a bibliography; and

• a timetable for completion.

Feedback: You will receive oral feedback during your upgrade viva and written feedback from your committee before the PhD board in Spring Term (Thursday ST7).

Guidelines on preparing the thesis proposal for upgrade

Examples of previous thesis proposals are available on the **MC500 Moodle page**.

The precise format of the thesis proposal will vary from one MPhil candidate to another, and they should be discussed with your supervisor(s). An MC500 seminar in ST will address the specific requirements of the thesis proposal for upgrade.

In general, a satisfactory thesis proposal should address the following questions:

- **What** is the problem or question(s) under investigation? Why is the problem or question theoretically important or interesting? To which academic debates does the project aim to contribute? What gap in the literature does it address?

- **Why** will your project be 'a distinct contribution to knowledge of the subject and afford evidence of originality, shown either by the discovery of new facts or by the exercise of independent critical power'? [The formal requirement for a PhD].

- **How** are you going to answer the questions you have posed based on these theoretical and conceptual frameworks? How are you guaranteeing rigour and is there innovation in your empirical work?

In order to convince your thesis committee that your project is clearly framed and promises to be original, the following is required:

- An up to date and thorough **literature review** which positions the project in relation to the existing literature.

- An account of which **theoretical issues** are raised and which concepts, frameworks or approaches will be employed and why other competing approaches are rejected.

- You will also need to state a **research question**, explain in detail how the problem is to be tackled and the question(s) answered.

- What **methods** are to be employed and why are they chosen in relation to the research question(s) and its theoretical dimensions? What kind(s) of data do you anticipate collecting?

It is useful to begin each section with an overview of the **argument** to be developed in that section, and to end each with a brief conclusion, linking to the topic of the next section. Essentially, one should be able to understand the narrative flow of the thesis proposal by reading the **introduction** and **summary** sections of each section alone.

Also required is a realistic **timetable** or project management plan, showing the major tasks to be completed and their timescales, along with a draft structure for the final thesis.

In the overall research proposal, you will be evaluated for whether you have demonstrated that:

- You have demonstrated a critical understanding of the surrounding literature and can position your research in relation to such material;

- You have developed a succinct and original research question (and sub-questions), capable of making an original contribution to the relevant literature and the empirical field of study;

- You have developed a research methodology, which is capable of addressing your research question(s) and is epistemologically compatible with your theoretical framework;

- Your accounts of the research framework and proposed methodology justify the decisions you have made, can be feasibly conducted, and address issues of research ethics that may arise.

- You have developed a thesis outline, which demonstrates an ordered and coherent approach to undertaking your research project;

- You have developed a realistic timeline for your thesis, which falls within the confines of the PhD regulations.

What to expect in the MPhil upgrade viva

The upgrade viva review generally lasts up to 90 minutes. It is audio-recorded and you will receive a copy of the recording, together with a formal written response from the chair and each committee member. It can be quite a demanding experience, but one which will provide rich, constructive feedback that allow you to improve your work and is necessary to make sure that you will be able to proceed successfully towards completion of a PhD.

The viva is conducted by your thesis committee, which is chaired by a senior member of the Department and includes your supervisory team. Before the viva, committee members will have read the thesis proposal and exchanged written comments. Normally, the chair will invite you to explain your research in no more than 5 minutes. This should be seen as the opening of an informal discussion rather than a presentation or a speech. The committee will then ask questions about theory, conceptual framework, research literature and methods, as necessary.

When the viva is finished, you will be asked to leave to allow the committee time to discuss, then invited back and told the result, together with brief comments.

Possible outcomes of the MPhil upgrade

There are 4 possible outcomes from the upgrade examination:

a) Pass and progress to PhD.

b) Pass with minor corrections, and progress to PhD; you will be asked to resubmit or revise some component of the thesis proposal within 3 months. A second viva will not be necessary in this case.

c) Referral for resubmission of all or part of the thesis proposal within 3 months (at the start of the new academic year); progression to PhD will be conditional on

examination of the revised work by the thesis committee. A second viva may be necessary in this case, and this will be decision of your thesis committee on receiving the resubmitted thesis proposal.

d)   Fail (leading to a resit) with resubmission of a proposal by Friday 8 December and a re-examination at the start of WT.

You will receive constructive feedback from your thesis committee on your thesis proposal and viva, whether you pass or not.

If you pass the upgrade process but fail any other assessment (methods exam/s) then you will receive a 'conditional upgrade'. This means you will be upgraded on the condition that any failed assessments receive a resit mark of at least 50%.

Re-registration for the second year of the programme will normally be conditional on passing the upgrade.

You should not plan to take leave of absence for fieldwork before passing the upgrade.

Plagiarism

The draft theoretical and methodological chapters, as well as the thesis proposal, will be checked for plagiarism via the anti-plagiarism software Turnitin. Considering that PhD work might be sensitive, submission will be done through a separate submission stream in TurnitIn.

Due to the formative nature of the draft chapters, MPhils will be permitted to reproduce some text from these pieces of work in their final thesis proposal. However, careful attention to feedback received is essential and MPhil candidates will be expected to redraft chapters in response to feedback and discussion with their supervisor(s). Rephrasing, summarizing and paraphrasing are suggested to avoid self-plagiarism.

The School views plagiarism as "academic misconduct" and any such cases will be dealt with in accordance with the School's Regulations on Assessment Offenses, which are available here: **info.lse.ac.uk/Staff/Divisions/Academic-Registrars-Division/Teaching-Quality-Assurance-and-Review-Office/Assets/Documents/Calendar/RegulationsAssessmentOffences-Plagiarism.pdf**

Year 2 onwards: Post-upgrade examination and progress

End of year reflection (compulsory)

Upgraded PhD candidates (years 2+) not submitting their thesis that academic year will be required to submit an end of year document which reflects on:

• Progress and milestones achieved over the current academic year;

• Aims for the next academic year;

• An updated timeline with milestones to submission;

• Any concerns, doubts or queries.

This document will be reviewed and discussed by the thesis committee. You will receive feedback on this discussion from your supervisors and the document and notes from the thesis committee will form the basis of the discussion about your progress at the annual PhD Board.

Deadline: The deadline for the end of year reflection is Monday 20 May (ST Week 4). This should be sent directly to your thesis committee, with the **Media.phd@lse.ac.uk** inbox in copy, by 12.00 (midday UK time). A template can be found **via the MC500 Moodle page**.

Word limit: The end of year reflection should be no longer than 1,500 words. A template will be provided for those who wish to use it.

Feedback: You will normally receive feedback before the PhD board at the end of Spring Term.

Work in progress (non-compulsory)

At the end of years 2 and 3, you may also submit a piece of work which consists of any combination of theory, methodology and data analysis that you may wish to receive feedback on. This submission is to ensure that you have an opportunity to have your work assessed at a later stage in your research. There will be no viva, but there will be a written report from each member of your thesis committee. Even though the purpose of this submission is not to assess you formally, you are strongly encouraged to take up this opportunity for additional feedback from your thesis committee.

Deadline: The deadline for the work in progress is Monday 20 May (ST Week 4). This should be emailed to the PhD researcher's thesis committee.

Word limit: The end of year work in progress should be no more than 10,000 words (excl references and appendices).

Feedback: You will normally receive feedback by the end of Spring Term.
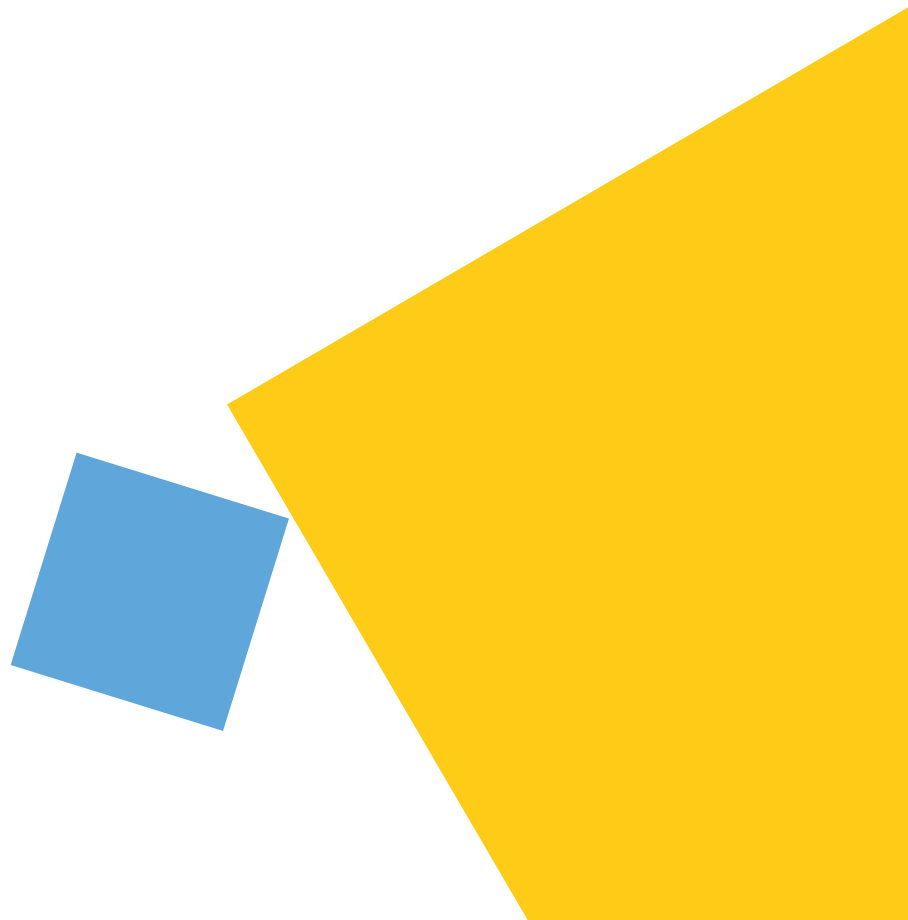
Relevant courses

We encourage our MPhil and PhD candidates to continue their capacitation to become scholars in the field by taking additional courses in the Department and elsewhere. The following courses, subject to availability, may be of interest to MPhil and PhD candidates to take as per agreement with their **supervisors**, the Doctoral Programme Director and the course convenor. Availability of courses is not guaranteed, and you should always consult the course webpage and your supervisor before attending a course.

Course Selection

You can choose courses using LSE for You (LFY), LSE's web-based self-service student administration system.

Full information on course selection, including the deadline and how to make your selections can be found **here**.

If you are attending a course and not taking the assessment for it please **submit an enquiry** before the examinations take place.

Department of Media and Communications

Please go to the **department of media and communications course guides** for more information on the courses taught in the department and browse the courses' **moodle** pages for more information. .

MC401   Mediated Resistance and Activism

MC402   The Audience in Media and Communications

MC403   Contemporary Issues in Media and Communications Policy

MC404   Political Communication in Democracies

MC408   Theories and Concepts in Media and Communications

MC409   Media, Technology and Everyday Life

MC411   Media and Globalization

Department of Methodology

All MPhil candidates in 2023/24 will have a choice of Department of Methodology courses as part of their methods training (MC5M2). The MC5M2 handbook handed to all PhD researchers at the beginning of the year will detail relevant courses that PhD researchers might find of interest.

Other Departments

Other courses PhD researchers may wish to take, according to their research interests, can be found in other departments. Please explore the course guides on the LSE website of the different departments.

You can find a list of graduate courses here: **lse.ac.uk/resources/calendar/courseGuides/graduate.htm**

There are also a number of research student specific courses (often these are co-taught with MSc students): **lse.ac.uk/resources/calendar/courseGuides/research.htm**

PhD academy

The PhD academy at the LSE provides research and career training for PhD researchers. Have a look at their website for more information **info.lse.ac.uk/Current-Students/PhD-Academy**

Outside the LSE

There are a number of courses available provided by organisations such as the UKRI that you might be able to take advantage off. More information on UKRI training can be found here: **ukri.org/what-we-offer/developing-people-and-skills/bbsrc/doctoral-training/**

Research ethics, fieldwork and data management

Think Research ethics

The School attaches utmost importance to the maintenance of high ethical standards in the research undertaken by its academic and research staff and students. The LSE Research Ethics Policy is written for the immediate benefit of the School's academic and contract research, administrative and fundraising staff, all postgraduate research students, and undergraduate and master's students where their supervisors agree that they are undertaking research.

The research ethics guidance comprises:

1) **LSE research ethics policy** which sets out the School's research ethics policy and the procedure for obtaining independent ethical scrutiny of research proposals by the Research Committee's Ethics Group. **info.lse.ac.uk/staff/ Services/Policies-and-procedures/Assets/Documents/resEthPolPro.pdf**

2) The **Online Ethics Review system** is required for any study, but especially that involving:

   • Human participants e.g. interviews, online surveys, observations, user generated data

   • Use of datasets containing identifiable information (names, emails, social media profile names, etc., but could also be things like a job title) – even if you plan to anonymise the data

   • Research that might have negative repercussions for any individuals or groups.

Research not involving the above is likely to pass the review as no or low risk and not require further confirmation of approval. Always tell your supervisor when you submit an ethics review so that they know you are following correct procedures, they will only get notification for approval if there is a risk involved.

You may find it helpful to look at this one-page overview '**Ethics review in a nutshell**'

You can access the application portal to submit your ethics review here: **info.lse. ac.uk/staff/divisions/research-and-innovation/research/research-ethics/research- ethics**. You should speak with your supervisor for further advice when you are planning your fieldwork. The PhD academy team can also advice on this.

Fieldwork

You should begin to discuss plans for fieldwork with your supervisor/s as soon as soon as you start thinking about conducting a pilot study for the methodology chapter and planning fieldwork, that is before the upgrade to PhD from MPhil.

Please note that you are **NOT allowed to embark on fieldwork** (including any pilot) without research ethics approval from your supervisor(s) and the School.

Any PhD researcher conducting fieldwork, regardless of where it is taking place, needs to complete a fieldwork request form and the associated risk assessment three months before fieldwork begins.

Accessing sensitive textual resources

If you are planning research that will involve accessing sensitive websites/materials, such as those from terrorist or extremist groups, the research ethics manager will organise a meeting with a member of the School's Information Security Team.
They will advise on how to access such sites/materials safely (whether from a secure LSE machine/server or remotely via e.g. VPN connection from a laptop), how to hide browsing history, erase data, etc.

Travelling for fieldwork

Travel and fieldwork are critical to the success of the majority of doctoral research, from fieldwork to attending conferences.

Most travel will take place without incident, but conditions can change rapidly, with little or no warning. The LSE therefore requires all researchers to complete the travel notification form and risk assessment forms before being sent a travel insurance cover note. Find the information here: **info.lse.ac.uk/staff/divisions/Risk-and-Compliance-Unit/Health-and-Safety/Overseas-Travel/Travellers-Pages/internal/Travellers-Homepage**

Any fieldwork where a PhD researcher remains outside the United Kingdom continuously for over 12 months is regarded by the insurers as a Secondment. This means that exclusions will apply to the medical cover provided. Contact the Health and Safety Team for details of these exclusions. **lse.ac.uk/healthandsafety**

Data management

Data Management Plans cover collection, organisation, use, storage, contextualisation, preservation and sharing of data. However, different forms of Research Data Management plans exist. It is worth thinking early about managing data. Read here about: *What is a Data Management Plan and how do I write one?* **lse.ac.uk/Library/Research-support/Research-Data-Management/What-is-a-Data-Management-Plan-and-how-do-I-write-one**

Submission of the PhD thesis and examination

Please note LSE's regulations for PhD candidates. **lse.ac.uk/resources/calendar/research.htm**

As you enter the final year of your programme you will need to prepare to submit your thesis ready for the viva examination. The minimum length of PhD study at LSE is normally two calendar years full-time or the equivalent in part-time study. The maximum length of registration is normally four years for full-time and eight years for part-time PhD researchers.

Before you submit your thesis, you are <u>strongly</u> advised to consult your supervisory team and, preferably produce one or more draft versions, for discussion, so that the structure of argument can be clarified, the claims and evidence strengthened and well justified, the flow of your narrative made smooth, and the phrasing made as felicitous as possible. The precise way in which this is achieved should be discussed with your supervisor.

An extension beyond the maximum period is only granted in very exceptional circumstances. Requests should be submitted in the penultimate year of registration and should be made using the appropriate form, available from the PhD Academy **website**. Requests for extension have to be agreed upon and justified by supervisors and the doctoral programme director. The ultimate decision for granting an extension, however, lies with the Chair of the Research Degrees Subcommittee, not with the Department.

Examination entry

At least three months before you plan to submit your thesis you should start completing the examination entry form with your supervisor. Whilst you should work on this form together, it is ultimately completed by your primary supervisor and approved by the doctoral programme director.

The examination entry form is available on the PhD Academy website.

The thesis is examined by two examiners. Both should be specialists in your field of research, and you may know them both, though ordinarily you should not have collaborated with either of them on research.

Your primary supervisor is responsible for nominating your examiners although it is likely that they will discuss possible nominations with you to ensure the examiners are the most appropriate choice. Your supervisor will not be one of your examiners.

Completed entry forms should be returned to the PhD Academy at least three months in advance of submitting your thesis: this is to allow sufficient time for your examiners to be formally appointed (see below). If you are unable to meet this deadline, please seek advice from a member of the PhD Academy team.

Once the PhD Academy have received your completed examination entry form, the examiner nominations are sent to the relevant subject panel for approval. Examiners will then be formally invited.

Until the examiners have confirmed that they can act, they are not appointed as examiners. Therefore, theses will not be sent to them until that time and no arrangements for the viva examination will be agreed. These arrangements are all carried out by the primary supervisor and you should have no contact with your examiners in the run-up to your viva.

Thesis submission

An electronic version of your thesis will need to be submitted. The easiest way to submit the electronic version of your thesis to the PhD Academy by emailing **phdacademy@lse.ac.uk**.

You should refer to the document to ensure your thesis is formatted in line with the School's requirements. The front pages of your thesis should contain certain information and you should refer to the **Template for the front pages of your document for further guidance**.

If you are unsure what your deadline is, please **submit an enquiry**.

Theses that are submitted late cannot be accepted without an approved extension from the Research Degrees Subcommittee Chair. You should ensure you allow time for the final editing of your thesis within your deadline.

Once we have received your thesis, and assuming your examiners have been formally appointed, the PhD academy will then send your thesis to them for examination and confirm with you once they have done so. Examiners are not permitted to accept a thesis, in any format, from any source other than from the PhD Academy.

Editorial help with your thesis

You might wish to seek help from a third party in editing your thesis before you submit it for examination. You will need to read the **School's statement on editorial help**, provide a copy of it to any third party you use and declare what help you have received from a third party in the front pages of your thesis (see **template for front pages of your thesis [PDF]**).

iThenticate Text Matching Software

The School makes text-matching software (iThenticate) available to its research students who might wish to use it to check their written work. If you are a research student and wish to use the software, please **submit an enquiry** and we will set up an account for you. The Media and Communications Department does not require you to use iThenticate as a part of your programme (some other departments in the school do).

A copy of the Quick Start User Guide for iThenticate is provided here for your information: **Quick Start User Guide [PDF]**. You will also find further instructions on how to use the software on the iThenticate website. Fuller guidance is provided in the **iThenticate User Manual [PDF]**.

Should you have any questions about using the software or reading a report produced by it, please contact a member of the PhD Academy team.

Final viva examination

Your two examiners will read your thesis and then you will be examined by a viva examination. The viva can take place on School premises or be online or mixed mode, depending on the individual needs of the candidate, supervisors and the department. At the viva, if you wish (it is entirely your choice), your supervisor may be present as an observer but cannot participate. The viva is designed to test your ability to express your ideas on the specifics of your research, to defend the viewpoints that you advance in your thesis, and to debate the implications and scope for future development of those ideas. It may also consider where and in what form the ideas might be published. It can be an arduous experience, but it is often also enjoyable! This is likely to be the one time to discuss your thesis and ideas with two experts who have read it in detail and thought about it in depth.

You should discuss your preparations for the viva with your supervisor well in advance of it taking place, and your supervisor will set up a mock viva if you think this will be helpful. Mock viva sessions will be organised as part of MC501.

Useful suggestions to prepare for the viva include::

• Prepare brief oral summaries of your key arguments beforehand;

• Try to look over the thesis with a dispassionate eye, and note what might appear to others to be weak links or vagueness in your argumentation;

• Be ready to explain and defend your ideas;

• Be prepared to be flexible: think in advance about which aspects of your argument are essential to your view, and which might be modified after discussion;

• Think about theoretical and empirical alternatives to the view you have developed – both within your particular field and in other fields;

• Think about the further theoretical and empirical implications of your work;

• Bear in mind that the Examiners may not share your view of the field

The outcome of the examination

The outcome of the viva will be a judgement by the examiners, who compile a final examiners' report. They will make one of several recommendations, which are detailed on the website of the PhD Academy and also on the form you completed in registering for the degree. We hope that you will pass, possibly with some minor amendments, and be ready to celebrate!

When can I refer to myself as Dr?

You cannot call yourself Dr until you receive confirmation by email from the PhD Academy that you have successfully completed. You will receive this email once your examiners are satisfied with any necessary revisions to your thesis, and you have submitted your final completed thesis to the LSE Library.

Appeals process

Should you wish to appeal the Department's decision in not allowing you to re-register for the programme or to not allow you to upgrade to PhD status, or to appeal against the result of an MPhil or PhD examination, you are advised to familiarise yourself with the appeals procedures documentation, located on the following webpage: info.lse.ac.uk/Staff/Divisions/Academic-Registrars-Division/Teaching-Quality-Assurance-and-Review-Office/Assets/Documents/Calendar/AppealsRegulationsForResearchStudents.pdf

info.lse.ac.uk/current-students/phd-academy/one

Graduation

You will be able to attend graduation once your examiners are satisfied with any necessary revisions to your thesis, you have submitted your final completed thesis to the LSE Library, and the PhD Academy have confirmed your completion via email.

If this happens before 30 September, you will be invited to attend the December graduation ceremony. If this happens before 30 April, you will be invited to attend the July graduation.

Graduate Route Visa

The Graduate Route will allow PhD researchers who have successfully completed a programme at degree level or above to apply for a two-year visa for undergraduate and Masters students, or three years for PhD students. Applicants will not require a job or sponsor to be able to apply for the visa.

More information is available here: **info.lse.ac.uk/current-students/immigration-advice/assets/documents/Info-Sheets/Graduate-Route-FAQs.pdf**

Visiting fellowship status following completion

As a recently completed PhD, you will be given the opportunity to become a Visiting Fellow in the Department for one year, following completion.

This will mean you will retain full library access, borrowing rights, and your LSE email address, giving you the ability to submit to journals and jobs with an LSE email address at this crucial transitional stage following the PhD.

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Student representation

Student-staff liaison committee

The student-staff liaison committee (SSLC) normally consists of seven members: three MPhil/PhD candidates chosen by the cohort to represent the different year groups, an Equality, Diversity and Inclusion (EDI) representative and three members of staff (usually the Doctoral Programme Director, Head of Department, and the Research Manager, who takes minutes).

The SSLC meets at least once a term to discuss and make recommendations to the Head of Department or the PhD Board, as appropriate, and the minutes are presented at Department Meetings. The committee meeting is chaired by one of the MPhil/PhD representatives, although any and all MPhil/PhD candidates are welcome to attend should they wish to.

Research students' consultative forum

The student-staff liaison committee elects one representative to sit on the LSE research students' consultative forum, which meets once a term and considers matters that concern doctoral study at LSE, including matters arising from the minutes of the meetings of each Department's student-staff liaison committee, as well as other matters of interest to research students. It reports to the LSE Academic Board and its sub-committees.

More information on the research students' consultative forum, including membership details and terms of reference, is available here: **info.lse.ac.uk/current-students/phd-academy/committees/research-students-consultative-forum**

The dates of these committees will be communicated once the academic year begins.

Departmental research committee

The Department recognises the importance of doctoral research to the overall research aims of the Department. To this end, an MPhil/PhD researcher is invited to each termly Departmental research committee meeting, attended by faculty and chaired by the research director. Normally reps will decide amongst themselves who will attend the meetings.

Guidelines for PhD researcher representatives

The following guidelines were drawn up by previous MPhil/PhD researcher reps. These recommendations are intended to let MPhil/PhD reps know what kinds of responsibilities they are accepting by becoming PhD researcher reps, and also to ensure an equal division of labour among reps. Please remember that your participation in departmental and School committees does not involve remuneration. It is part of your practice of good citizenship, which we expect to see from you, as it is an important part of your broader socialisation into academic life.

Representatives act as spokespeople for other MPhil/PhD candidates in the same year, bringing ideas, suggestions and comments to staff once a term. There are four reps every academic year: one for MPhils in year 1, one for PhDs in year 2, one for anyone in year 3 and above, and one EDI rep. Reps are generally nominated or come forward as volunteers. It is up to each year group to decide how they wish to choose their representative.

1) Each rep should act for their own academic year, unless in special circumstances.

2) Each rep should be responsible for organising a meeting of their year group before the term's student/staff meeting. This will allow MPhil/PhD candidates to pass their thoughts, comments and suggestions to the rep who can then relay input to staff.

3) Each rep needs to attend at least 6 meetings.

   • three student-staff meetings (1 per term)

   • three PhD student meetings (1 per term)

   • In addition, at least one rep must attend the School's termly research students' consultative forum meetings and the Department's research committee meetings.

4) Each rep should take notes from the PhD researcher meeting they organise, one SSLC meeting and the consultative forum (when they attend it). These notes should be circulated to other PhD candidates after the meetings..

5) Reps are responsible for contacting the **Media.phd@lse.ac.uk** email for any costs associated with social events organised and the management of the end of year PhD symposium.

Being a part of the scholarly community

Research Dialogues

As MPhil/PhD candidates, you are expected to attend and participate in the Department's Research Dialogues, as this is the main intellectual meeting point for faculty, doctoral and post-doctoral researchers as well as visiting fellows.

Research Dialogues take place on Thursdays 12.30-13.45 during term time and consist of short presentations by faculty, visiting academics, other LSE researchers and MPhil/PhD candidates on work-in-progress or reflections around keywords in media and communications research. The presentations are purposefully brief so that most of the 75-minute dialogues can be dedicated to discussion amongst those attending.

We hope to invite MPhil and PhD candidates at various points to act as presenters and chairs where their research fits within the framework of the session proposed.

Dr Dylan Mulvin coordinates our Research Dialogues programme and he welcomes any suggestions for upcoming speakers, topics or keywords that you would be interested in co-organising. Contact the **Media.research@lse.ac.uk** email if you want to get in touch with him about this.

Additional events and public lectures

Additional events will be arranged throughout the academic year, ranging from public lectures to ad-hoc research seminars, symposia and conferences. MPhil and PhD researcher participation is encouraged at all public events, so keep an eye out for email invitations. You can keep up to date with upcoming public events through the LSE Events email notification service. See **lse.ac.uk/publicEvents/**.

Celebrating Media and Communications PhDs

IIn AT10 we will have an event for recent PhD graduates. During this celebration of all the fantastic work done by our PhD alumni, those who wish to do so are invited to present their thesis work and current research, this is followed by a reception. All supervisors, researchers, current PhD candidates and alumni of the PhD programme are invited to celebrate these achievements with us.

In WT11 we have a 4 hour mini-conference in the form of a poster session during the MC500 and MC501 seminars in which current PhD candidates are asked to present their work (required for first year researchers). The Department will provide support in creating the posters and an MC501 session will be dedicated to conference poster creation. All supervisors, researchers, and current PhD candidates are invited to celebrate this work in progress with us.

Social life in the Department

The Department hosts a range of social activities, we are currently running:

- PhD Mixers – 14:30 to 15:00 Coffee, tea and biscuits during the MC501 and MC500 sessions on Wednesday.

- Phubs – Autumn and Winter Term pub get togethers after week 4s MC500 session.

- Phicnic – Spring term week 4 get together in Lincoln's Inn Fields

- An annual winter party (December).

- An annual summer party (June).

We strongly encourage you to help organise and come up with new ideas. For inspiration, below is a list of activities organised by PhD candidates, their supervisors and the department in the past

- Dinners with the supervisor and their other MPhil/PhD supervisees.

- (MPhil/PhD)Informal coffee and cake (BYO) catch-ups.

- Ice-skating in Sommerset house (winter).

- Hyde Park Winter Wonderland visit (December)

Departmental resources for MPhil/PhD candidates

Doctoral research studio

Many networked computers and study spaces are provided for LSE students around the School and in the LSE Library. Additionally, you will have access to workspace with computers and printers in the Department's doctoral research studio in FAW.6.01H, in the heart of the Department's facilities on-campus.

The following guidelines for the use of the doctoral research studio were drawn up in collaboration with PhD candidates in previous cohorts.

1) **Be considerate and respectful**

   - People have different needs at different times and the best way to make sure everybody is happy is to be aware of the people around you. Be explicit about what you would like. For example, if you are working intensely and someone else's conversation is disruptive, say so.

2) **Phones and mobiles**

   - Please make your mobile phone conversations outside the room.

   - Take your mobile with you when you leave the room (or switch it off).

   - When using the room phone, be respectful of the people around you (loud conversations are likely to be considered disrespectful).

3) **Think green**

   - Switch off lights if you are the last person to leave.

   - Switch off the computer you are using if you leave the room for more than 15 minutes.

   - Think about whether or not you need a hard copy before pressing Print

4) **Clean up after yourself, including papers, food, office supplies etc.**

   - Especially food and milk (because they can be smelly).

   - Bring your own cup, plate, bowl and take care of them.

   - Hang up your coat if there is space.

5) **Avoid moving books or other materials out of the room without asking.**

6) **For security**

   - Never give your fob to other people.

   - Always close and lock the door if you leave the room empty

7) **Visitors**

   - Visitors should not be brought into the room.

8) **Lockers**

   - If they would like access to one (and will be around campus), MPhil/PhD candidates are allocated a locker in the main space. They will be given the key after having indicated an interest in AT3.

   - Please do not leave food or anything that could smell in these lockers.

- The Department reserves the right to open these lockers if there is a threat to the health and safety of other researchers.

9)   **Any study groups should take place outside the PhD room.**

Voice recorders

Most people use their phones to record interviews or other audio material, however, there are two voice recorders for exclusive use by PhD Researchers. Please email Leo for use of these.

Software

LSE PCs are equipped with a range of software for use in social science research, including NVIVO, R and SPSS. For standard software included on all LSE PCs please see here: **info.lse.ac.uk/staff/divisions/dts/help/guides-faqs/software**

If there is a specific software you require, please email **Media.phd@lse.ac.uk** to request this.

Departmental blogs

Check out our Departmental blogs **and feel free to submit a blog post**.

- The *Media@LSE blog* aims to encourage informed and insightful discussion around the vital role of media and communications in contemporary society, bringing the research and expertise of LSE's Department of Media and Communications to a wider audience that includes fellow academics, civil society, policy makers, journalists and the broader media industry, and other stakeholders.

- **Polis**, directed by Charlie Beckett is LSE's media think-tank focusing on journalism and society, aimed at working journalists, people in public life and students in the UK and around the world. Contact via **@PolisLSE** or on instagram at **PolisLSE**

- **Parenting for a Digital Future,** directed by Sonia Livingstone explores the task of parenting for a digital future, both in the UK and internationally. Contact on X via **#PD4F**

Encountering difficulties during your studies

We hope that MPhil and PhD researcher work runs smoothly and that everyone finds doctoral study a challenging but ultimately rewarding process and experience. However, we recognise that difficulties can arise and we have done our best – as a programme, a Department and an institution to provide recognition and support as needed.

Stress

It can feel like a PhD is just a series of milestones and deadlines, or a long dragged out process with no end in sight, add to that a great deal of personal investment and the PhD can be a very stressful process. Finding a way to deal with stress and ensuring that you take regular time to 'switch off' is essential when you are working on a project that stretches on for years, especially when it doesn't offer regular 9-5 working patterns. There are a range of clubs and societies run from the LSE Students' Union, ranging from yoga, athletics and rugby, to baking, gaming and skateboarding! And you live in London, the city offers a wide range of cultural, sports and arts related escapes. Make sure you take advantage of those.

Isolation

An issue which can sometimes arise amongst PhD candidates is a sense of isolation. PhD candidates bear the responsibility for their own projects over an extended period of time, and they often spend a lot of time working alone. They can encounter other difficulties that the people around them are unaware of or cannot relate to. All this can lead to loneliness and feeling demotivated, and you may feel that those around you don't understand the problems you are facing. It's vital to find a way to talk to others to get support and not to feel isolated. Your fellow PhD candidates in the department or at the PhD Academy are a good place to start. The Thesis Whisperer is a great resource where you can find support and information from other people going through the same process as you: **thesiswhisperer.com/**.

Other difficulties

In addition, we are aware that during their study, researchers may encounter difficulties in terms of physical or mental health, finances, housing, immigration status, family, relationships, homesickness, self-esteem and more. We hope this doesn't occur to you, but we also hope that if you do have difficulties, you find the courage to tell someone who can help. If possible, tell the supervisor and/or the Doctoral Research Director, and they will make every effort to help.

Finding support

Most importantly, don't suffer in silence - speak to your friends, fellow PhD cohort and your supervisor. More informally, you are also welcome to contact any other member of the department that you feel you can trust and ask for help.

Generally, it is important especially that your supervisor knows how you are, and supervisors are well placed to identify additional sources of support, depending on the problem you may be facing. They can also advise if time off, or a formal interruption to your studies, the Doctoral Programme Director, is available for confidential consultation if needed.

Professional help is available for free via the fully confidential LSE Student Counselling Service lse.ac.uk/intranet/students/supportServices/healthSafetyWellbeing/adviceCounselling/studentCounsellingService/Home.aspx.

LSE student wellbeing services

LSE Disability and Wellbeing Service is the first point of contact for disabled students, both before arrival at LSE and throughout their time here. They have experts in long term medical/ health conditions, physical disabilities and sensory impairments, mental health and specific learning difficulties (such as Dyslexia). They are available for advice and guidance, and can put in place Inclusion Plans (IPs) and help with Individual Examination Adjustments. lse.ac.uk/intranet/LSEServices/disabilityAndWellBeingService/home.aspx

LSE Student Counselling Service is a free and confidential service for all students, offering one to one appointments, drop in sessions, and group based support on issues such as stress management and self-esteem. lse.ac.uk/intranet/students/supportServices/healthSafetyWellbeing/adviceCounselling/studentCounsellingService/Home.aspx

LSE Peer Support enables students to talk confidentially to a fellow student about anything that is troubling them. Located in halls of residence and on campus, the Peer Supporters are a group of specially selected and trained students who help their peers to find their own solutions. **lse.ac.uk/intranet/students/supportServices/ healthSafetyWellbeing/adviceCounselling/studentCounsellingService/peerSupport/ peersupport.aspx**

LSE Bullying and Harassment resources support students who have survived or witnessed behaviours that are intimidating, hostile, degrading or offensive, whether repeatedly or as one-off instances. The School and the Department do not tolerate such behaviours and offer ways to report them and help survivors:

info.lse.ac.uk/current-students/what-if/experienced-harassment

Changing your study arrangements

Interrupting study

- A formal interruption to study is appropriate when personal or health circumstances are preventing a student from engaging with their studies.

- Interruption effectively 'stops the clock' on your studies, meaning that your submission deadline will be extended by whatever period of time you interrupt

- Interruptions should be requested at the time when it is needed, to allow a student to take a break from their studies. Retrospective interruptions will not normally be approved.

- Interruptions do not need to be fit to the School's term dates – an interruption can begin at any time, depending on when a student has become unable to engage with their studies.

- Applying for a period of interruption should first be discussed with your supervisor, then with the doctoral programme director. There is a formal process of application, and it is the School not the Department that makes the decision (though normally the Department will support the request).

- Please note that, if granted, an interruption would normally preclude a Tier 4 student visa holder from remaining in the UK during the period of approved interruption. The PhD Academy and International Student Visa Advice Team (ISVAT) will need to be consulted in advance of making an interruption request. Contact ISVAT here **lse.ac.uk/isvat**.

- Interruption means that you are not formally registered during that period. No tuition fees will be charged during a period of interruption. Your IT account and library access will remain the same throughout your period of interruption (although we do not expect you to use the library or send emails relating to your thesis).

- You will not have access to supervision during periods of interruption. Supervisors will not set deadlines that incorporate the period of interruption.

- After a period of interruption, the 'clock' starts again and studies can be resumed.

Extending study

- An extension to the thesis deadline can be arranged when PhD candidates encounter exceptional circumstances towards the end of their studies which prevent submission of the final thesis by the original deadline.

- An extension may be requested on the basis of medical circumstances in relation to yourself or a dependent, or in the case of bereavement. Students who have been impacted by such events are asked to apply for an extension six-months prior to submission, explaining the ways in which their work has been delayed by the circumstances (illness, lockdown, caring for others etc). Asking for more time to improve the thesis, or get it copy-edited, or do extra fieldwork, will not be classed as exceptional.

- If an extension is granted, no further extensions will be given.

- You will be liable for tuition fees in full during the period of any extension that is granted.

Changing to part-time study

- Changing to part-time study can be permitted when students need to spread their studies over a longer period.

- This can be granted on the basis of a protected characteristic recognised in the Equality Act 2010 (e.g. disability, caring responsibilities).

- It may also be granted on the basis of exceptional circumstances that impede a student's full-time study.

- Please note that students with a Tier 4 student visa are not able to switch to part-time study as they are expected to be studying full time in the UK as a condition of the visa being granted. Further advice on specific cases can be sought from the PhD Academy and/or International Student Visa Advice Team (ISVAT).

- Part-time PhD candidates are expected to meet with their supervisors once per term.

- Applying for a change in statusshould first be discussed with your supervisor, then with the doctoral programme director. There is a formal process of application, and it is the school not the department that makes the decision (though normally the department will support the request).

- Link to application form: **info.lse.ac.uk/current-students/phd-academy/Change-of-circumstances-students**

The above advice is general and each case will have unique circumstances. Therefore, we strongly advise you to get in touch when encountering difficulties, so that you can receive proper guidance and advice which will be addressed to your specific circumstances: **phdacademy@lse.ac.uk**.

Financial support during your studies

The website of The LSE Financial Support Office gives an overview of financial support for PhD study: info.lse.ac.uk/current-students/financial-support

Support for MPhil/PhD candidates includes:

- **In-course financial support for final stage PhD candidates**

- **Support for student parents**

- **Postgraduate travel fund**

- **LSE Students' Union hardship funds**

The Financial Support Office holds regular drop-in sessions for PhD researchers where a designated member of staff is available to answer student queries. See the website for up-to-date information on drop-in **sessions**

ESRC Research Training Support Grant

If you are an ESRC PhD researcher, you are eligible for a combined Research Training Support Grant (RTSG) and UK Fieldwork Allowance. This also applies to part-time and fees only award holders. If you want to apply for the RTSG, you should contact **Media.phd@lse.ac.uk**.

More information on the Research Training Support Grant is available here: **info.lse.ac.uk/current-students/financial-support/esrc**

Department PhD support fund

The Department has modest funds to provide support for your research activities. These funds are limited and insufficient to support everyone enrolled in the programme, therefore you are required to consider the following before applying:

- If you are presenting a paper at a conference, symposium or academic event, you should first apply for LSE's Postgraduate Travel Fund (see section above).

- If you are funded by ESRC, you should first draw on your ESRC Research Training Support Grant (see section above).

If you are ineligible for the above, or if your application is unsuccessful, you are invited to apply to the Department's MPhil/PhD support fund, as long as your request meets one or more of the following criteria:

1) A request for a contribution towards the costs of travel, accommodation and/or conference/workshop fees in relation to presenting a research paper.

2) A request for a contribution towards the costs of travel, accommodation or conference/workshop fees where your research will benefit substantially from participation and this is confirmed by your supervisor.

3) A request for a contribution towards the costs of undertaking fieldwork which forms a necessary part of your project and is confirmed by your supervisor.

4) A request for a contribution to other essential research-related expenses (please note this does not include books obtainable from the LSE Library).

Please note that:

• You may apply for any specific amount up to a maximum of £400 in one academic year. However, please note that it should not be assumed that each PhD researcher will get the full amount each year, and the Department reserves the right to part-fund your application.

• If an application has been approved, funding will be reimbursed when you submit receipts for expenses incurred.

• Decisions will be made by the doctoral programme director and will be final.

• The fund will open at the beginning of each academic year and the **deadline for applications will be 31 July of each academic year**, although all funds may have been allocated before this date.

The application form for the PhD Support Fund is available here: **lse.ac.uk/media-and-communications/study/secure/PhD-Internal-pages**

Working during your studies

Part-time teaching opportunities

Teaching experience is important for those who wish to pursue an academic career. Job applications frequently ask about teaching skills. It is also an interesting and valuable activity and, of course, an additional source of income.

The Department offers some teaching opportunities for PhD candidates. Seminar teaching and dissertation supervision within the Department are normally only offered to PhD candidates from their second year of registration. There is no guarantee that we will require additional seminar teachers and/or dissertations supervisors as this depends on the number of MSc students who register in the Department in each academic year, but we will write to relevant members of the PhD community to invite expressions of interest if needed.

Positions that are normally available in the Department for PhD candidates include:

- Classroom assistant positions, where upgraded PhD candidates work as classroom assistants on our MSc courses.

- Graduate teaching assistantships (GTAs) who teach dissertation skills workshops, the intellectual and study skills course offered to MSc students in the department.

- Dissertation officer positions, which aim to support MSc students as they complete their dissertations during the summer break

- LSE Summer School teaching fellowships. The Department offers Summer School courses which upgraded PhD candidates are given the opportunity to teach on.

The vacancies for teaching in any one academic year are usually publicized in week 4 of the Spring Term of the previous academic year. PhD researchers who are interested in applying should consult their supervisors first. For further information about the opportunities available, please contact Deputy Department Manager Nicole Garnier at Media.MSc@lse.ac.uk.

Summative marking of essays, exams and dissertations submitted by our MSc cohort can be undertaken by the Department's final year PhD researchers, and the Department will invite expressions of interest should markers be required.

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PGCertHE and Fellowships

The Eden Centre provides support and training for PhD candidates who teach, including a compulsory programme for new graduate teaching assistants. Those PhD researchers who wish to take their teaching training further should consider taking the 'LSE Postgraduate Certificate in Higher Education' (PGCertHE), a formal qualification in teaching in Higher Education, which is externally accredited by a national body, the Higher Education Academy. For further information about the LSE PGCertHE and other TLC teaching training, please visit their webpages: **info.lse.ac.uk/staff/divisions/Eden-Centre/PGCertHE-and-Fellowships-from-Eden**

Additionally, all non-native English speakers are required to take the English for Teaching Purposes (Language Proficiency) Test which is to be used to establish the language proficiency of teaching assistants (GTA) by the LSE Teaching and Learning Centre. More information on this course is available to view here: **lse.ac.uk/language-centre/english-programmes**

Part-time research opportunities

From time to time, faculty in the Department will have financial resources to hire upgraded PhD Researchers as part-time research assistants. This work can include, but is not limited to:

• Writing of compelling research proposals;

• Desk research to provide background for research outputs or research bids;

• Literature reviews;

• Ready access to, and simple manipulations/ visualisations of existing industry and other data working closely with existing sources such as the LSE Library, Ofcom Research, the EC, ITU, EBU and other major data sets;

• Data preparation, analysis and presentation of results, often working with other student researchers, including statistical analysis, quantitative or qualitative analysis of texts, database cleaning, transcribing, preparing codebooks;

• Working to produce project budgets for approval by Principal Investigators.

Research participation and co-authorship

Faculty in the Department actively encourage MPhil/PhD researcher involvement in their research, and publications have often been co-authored by faculty and MPhil/PhD candidates in the past.

It is, however, important to clarify that the Department adheres to The Vancouver Protocol, which is internationally recognised as the standard for determining authorship on publications. The following document sets out The Vancouver Protocol and clearly states who will and will not be considered an author: **boku.ac.at/fileadmin/data/H04000/H16900/CDR_Authorship_Guidelines_20100614.pdf**

Who's who and what do they do?

Faculty research interests and duties

Dr Omar Al-Ghazzi

Assistant Professor. Dr Al-Ghazzi's research interests include global communication; comparative journalism; digital activism and collective memory in the Middle East and North Africa.

Dr Nick Anstead

Associate Professor. Dr Anstead's research interests include the impact of the Internet on politics and government, especially e-campaigning; electoral competition and political campaigns; the history and future development of political parties; and political mobilisation and encouraging participation in civil society.

Professor Shakuntala Banaji

Prof Banaji's research interests include children, young people, political contexts and the media; South Asian media, Hindi cinema, audiences and texts; Social and civic uses of the internet and youth participation; Media education, media literacy and creativity.

Professor Charlie Beckett

Prof Beckett's research interests include media change, social media and networked journalism; journalism and politics in the UK and internationally in the digital age; journalism and the promotion of transparency, governance, economic and social development.

Professor Bart Cammaerts

Professor Cammaerts' research interests include media, power and social change; communication and resistance; activism and mediation; and alternative media and community radio.

Professor Lilie Chouliaraki

Prof Chouliaraki's research interests include mediation and ethics: vulnerability, violence and victimhood on social media; humanitarian and human rights communication; war and migration news; text- and discourse-based research methods.

Professor Nick Couldry

Prof Couldry's research interests include everyday media practices; Digital platforms and possibilities for voice; mediatization of government and other spheres of life; ethics of media and of life with media; and social theory perspectives on media and communications.

Dr Simidele Dosekun

Assistant Professor. Dr Dosekun's research centres on African women to explore questions of gender, race, subjectivity, and power in a global context. Her research interests include gender and media; race and ethnicity; Africa; consumer and popular cultures; representation; globalisation; feminist theory; qualitative research methodologies and knowledge politics.

Professor Lee Edwards

Professor Edwards' research interests include socio-cultural analyses of PR; diversity, inequality and PR; the sociology of PR as a professional field and promotional industry; young people, PR, voice and recognition; the communication of copyright; PR and democracy.

Dr Seeta Peña Gangadharan

Associate Professor. Dr Gangadharan's research interests include data profiling, privacy, surveillance, and historically marginalized communities; media justice, communication rights, digital inclusion; technology, civil society, communication policy; and public participation in policy-making.

Professor Myria Georgiou

Prof Georgiou's research interests include diaspora, migration and transnationalism; media, the city and cosmopolitanism; identity, community and the media; and media consumption and identity construction.

Professor Ellen Helsper

Prof Helsper's research interests include links between social and digital exclusion; mediated interpersonal and social relationships; social identity, intimacy and psychological wellbeing; cross-cultural comparisons of media in everyday life; and innovative methods in media and communications research.

Professor Sonia Livingstone

Prof Livingstone's research interests include children and young people's online opportunities, risks and rights; media literacy, public engagement and critical audiences; social and domestic contexts for the use of ICT; and television audiences, audience reception, media effects.

Professor Emerita Robin Mansell

Prof Mansell's research interests include social and organisational transformation and new technologies; knowledge networks and innovation systems; information and communication technologies, development and inequality; and information and communication policy & regulation.

Professor Bingchun Meng

Professor Meng's research interests include political economy of media and communication industries; communication governance; mediated politics in China; and comparative research of media culture.

Dr Dylan Mulvin

Assistant Professor. Dr Mulvin's research interests include media history; media theory; infrastructure studies; science and technology studies; history of science and technology; visual culture; screen technologies; gender studies; disability studies; 20th century history; cultural studies.

Dr Rachel O'Neill

Assistant Professor. Dr O'Neill's research interests include gender and sexuality; media and culture; labour; consumption and embodiment; feminist theory; knowledge politics; ethnography.

Professor Shani Orgad

Associate Professor. Dr Orgad's research interests include interests include media representations; media and globalisation; narrative and media; health and new media; and methodological aspects of doing internet research.

Dr Jean-Christophe Plantin

Assistant Professor. Dr Plantin's research interests include digital maps, public participation and activism; digital methods in social sciences and humanities; big data, scientific infrastructures and interdisciplinarity; and the politics of data science.

Dr Alison Powell

Associate Professor. Dr Powell's research interests include digital activism and digital advocacy; democratic communication spaces; new media, participation, and publics; Internet governance; and qualitative methods in and for policy research.

Professor Terhi Rantanen

Prof Rantanen's research interests include global media; global news; post-communist media; media history; and the history of media studies.

Dr Damian Tambini

Distinguished Policy Fellow. Dr Tambini's research interests include changing relations among states, governments, law and media; public service broadcasting, freedom of speech, intellectual property, the 'commons'; media, ethics, self-regulation and global institutions; and media, democracy, civil society and the public sphere.

Dr Wendy Willems

Associate Professor. Dr Willems' research interests include critical approaches to media, communication and development; new media and social change; popular culture, performance and politics in Africa; and media and nationalism.

See lse.ac.uk/media-and-communications/people for more extensive descriptions of staff research interests and publications.

Current PhD researchers

For a full list of current PhD Researchers in the Department of Media and Communications please see here:
lse.ac.uk/media-and-communications/people/phd-researchers

PhD Alumni

The Department has an established and active PhD alumni, many of whom have gone onto academic careers and professorial status.

See here for our a list of our PhD alumni, their research areas and contact details:
lse.ac.uk/media-and-communications/alumni/secure/phd-alumni

Archive of PhD Theses of the Department

See here for a list of theses published by our alumni following completion of their PhD:
etheses.lse.ac.uk/view/sets/LSE-MC.html

LSE Campus

Key

CBG Centre Building
CKK Cheng Kin Ku Building
CLM Clement House
COL Columbia House
CON Connaught House
COW Cowdray House
FAW Fawcett House

KGS King's Chambers
KSW 20 Kingsway
LAK Lakatos Building
LCH Lincoln Chambers
5LF 5 Lincoln's Inn Fields
35L 35 Lincoln's Inn Fields

49L 49 Lincoln's Inn Fields (Coopers)
50L 50 Lincoln's Inn Fields
LRB Lionel Robbins Building, Library
MAR The Marshall Building
OLD Old Building

OCS Old Curiosity Shop
PAN Pankhurst House
PAR Parish Hall
PEA Peacock Theatre
PEL Pethick-Lawrence House
POR 1 Portsmouth Street

SAR Sardinia House
SAW Saw Swee Hock Student Centre
SHF Sheffield Street
SAL Sir Arthur Lewis Building
STC St Clement's Clare Market

All buildings have wheelchair access and lifts, except, KGS, KSW*, POR* and SHF.
*KSW 20 Kingsway (Language Centre only), *POR 1 Portsmouth Street (Shop only).

Disabled Access

After 6.30pm, please call Security Control on **020 7955 6200** to ensure that any disabled access doors are open. Also see: **Accessibility map [PDF]** For access to 20 Kingsway, please call security staff on **020 7955 6200** to set up the portable ramp in the entrance foyer.

Access Guides to LSE buildings

AccessAble have produced detailed access guides to the LSE campus and residences, and route maps between key locations. These access guides, and route maps, are now **available online**.

lse.ac.uk/media-and-communications

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This information can be made available in alternative formats, on request. Please contact media@lse.ac.uk