2025SARIMA Conference | WORKSHOP:

Harnessing AI for Research Management: Enhancing Productivity and Efficiency

— Tuesday, 2 September 2025

— 08h30 – 12h00

— Limited to 30 participants

— Protea Hotel Stellenbosch, Cape Town, South Africa

— **CATEGORY:** Research Management (RM)

— **TARGET AUDIENCE:** Research Management Professionals, Administrators, Grant Officers, Research Librarians, Institutional Research Leaders and Postgraduate Research Support Staff

— **FOCUS AREA:** Intermediate and Advanced

— **ADDITIONAL INFORMATION:** Participants are encouraged to bring their laptops for hands-on demonstrations of AI tools. The workshop will include live demonstrations, case studies, and interactive discussions.

Overview:

— This interactive workshop will introduce research management professionals to AI-driven tools and techniques that can enhance productivity, streamline administrative workflows, and improve decision-making processes. Participants will explore various AI applications for literature review, grant writing, research impact assessment, and project management. Through hands-on demonstrations and discussions, attendees will gain practical insights on integrating AI tools effectively into their workflows while considering ethical and data privacy implications.

Speakers:

— Expertise in AI and Research Management

Programme Chairs:

— Dr Yolanda Davids, University of the Witwatersrand (South Africa)

DRAFT Programme Layout:

1. **Welcome and Introduction (15 min)**
   - Overview of AI in Research Management
   - Objectives of the workshop

2. **AI for Literature Review and Data Management (30 min)**
   - Tools: ChatGPT, Elicit, Research Rabbit, Connected Papers
   - Automating literature searches and synthesis

3. **AI for Grant Writing and Proposal Development (30 min)**
   - Tools: Grammarly, Scite, SciSpace Copilot, Writefull
   - Enhancing clarity and coherence in grant applications

4. **AI for Research Project Management and Administrative Efficiency (30 min)**
   - Tools: Notion AI, Trello with AI integrations, Asana AI, Microsoft Copilot
   - Automating administrative workflows

5. **AI for Research Impact Assessment and Metrics (30 min)**
   - Tools: Dimensions AI, Altmetric, Overton
   - Tracking and reporting research impact

6. **Ethical Considerations and Best Practices (20 min)**
   - AI biases and ethical AI use in research management
   - Data privacy and security

7. **Hands-on Interactive Session (40 min)**
   - Guided exercises with AI tools
   - Q&A and troubleshooting

8. **Closing Remarks and Future Outlook (15 min)**
   - Summary of key takeaways
   - AI trends in research management
   - Networking and discussion