

Requirement of the PhD semester research progress report for the PhD students of the Kandó Kálmán Doctoral School

All PhD students of the Kandó Kálmán Doctoral School have to report their progress made in the last semester (with scholarship, self-financed and students of the Stipendium Hungaricum programme). The dates of the reports will be announced timely. The reports will be supervised and evaluated by the members of the Habilitation Committee and Doctoral Council (HBDT). The reports are public, and the participation of supervisors and faculty staff is particularly supported.

The form of the report is a verbal presentation of ca 10 minutes, which is followed by ca 5 minutes questions. In case it is not possible to attend the report personally, a written assignment can be sent to the Dean's Office. The written assignment has to be a 5-15 pages long text document with figures and tables but should be not as a Power Point presentation.

During the doctoral program from the 8 research progress reports at least 4 should be a verbal presentation.

Based on the evaluation of the report will be the mark of the course "research progress report" created. In case of missing report the course is not fulfilled. The basis of the evaluation is the activities and progress of the PhD student related to the chosen research topic. For the evaluation the weights and proportions of the given aspects are provided in brackets.

The structure of the report should be the following:

- Activities: Presentation of the not research oriented activities (e.g. teaching, project work, tasks at the department) in the last semester (10%).
- Courses: List of chosen courses in the last semester, marks of the courses, integration possibility of the received knowledge into the research, list of the chosen courses in the next semester (10%).
- Administrative progress: Number of current semesters, number of achieved credits, status of language exams, number of elaborated thesis point, publication list, possible problems with the chosen research topic, collaboration with the supervisor, other relevant issues (10%),
- Research topic: Short summary of the chosen topic, state of the art description, overview of the general aims, uniqueness and novelty of the research topic, scientific results to achieve, outline of the thesis (10%).
- Finished research: Summary of the research conducted so far, including previous results, status of the implementation of the research plan (10%).
- Research of the last semester: Detailed description of the research activities conducted in the last semester, achieved tasks, elaborated results, presented publications, realization of plans presented in previous reports, building in of previous suggestions of the committee (40%).
- Future research: Presentation of plans for future research, especially considering the next semester (10%).