

2nd Year PhD Students : Postgraduate Reports, Posters & Vivas

1. **Posters**: Second year PhD students will be required to present a poster as part of an online PG Poster Session to be held **on Thursday 20th August**. Instructions for title and abstract submission and poster upload will be provided shortly.
2. **Reports**: Second year postgraduates are required to complete an Annual Progress Report on SPIDER (see guidance notes for year 2).

As part of the report you will attach

- A PDF version of your poster
- A 1-page thesis plan
- Students should also submit **a draft of a journal article**. A copy of a paper that has been submitted/published at any point in the first two years of study is acceptable. If no publication has been forthcoming, a draft article should be prepared (please use a template or formatting style from a journal appropriate to your research area).

To complete the Annual Progress Report on SPIDER :

- go to your PG record on SPIDER (MyStuff>>databases>>PG Records)
- select the "Reports and PDP" tab
- click on "University Annual Progress Report"
- complete sections 1A and 1B (see year 2 guidance notes below) and submit the report

Report submission deadline : Thursday 15th August

After submission, part 2 of the form will be completed by your supervisor before your viva.

3. **Vivas**: Second year postgraduates must submit to a viva examination (~45 mins. with a Committee of 3, Chairperson/assessor, 1st Supervisor, 2nd supervisor).
Most vivas will take place in

Late August/September 2020 (via Zoom) – to be arranged

Please Note:

- (i) Titles and Abstracts are to be submitted a week in advance to allow time to produce an Abstract Booklet for use at the poster session.
- (ii) **N.B.** Reports **MUST BE SUBMITTED ON TIME** whether or not you are going to be available for the poster session.
- (iii) *It is the responsibility of the Supervisor to bring forward all of the Report and Viva Progress Procedures if they are going to be away for the complete period. Academics who have already indicated that they will not be available during these times in August should let Audrey know when they will be available.*

Note to Staff Only

Please keep in mind that the deadline for postgraduate decisions is the end of September. Ideally I would like the reports to be assessed and vivas to be completed early enough to allow a postgraduate to be asked to go away to rethink or rewrite some of the work and undergo a second viva, if the viva committee think this is required.

PhD Annual Progress Report Form - Guidance Notes for 2nd Year PhD Students

Part 1A (Student)

Contact with Supervisor:

No need to provide meeting “dates” – a rough average frequency of meetings will suffice e.g. daily, weekly, twice weekly

Regulations & Code of Practice:

University regulations for Postgraduate Degrees can be found at :

https://www.strath.ac.uk/media/ps/sees/ee/regulations/General_and_Course_Regulations_for_Graduate_and_Postgraduate_Awards_and_Degrees_2018-19_V2.docx

University Policy & Code of Practice for Research Degrees can be found at:

https://www.strath.ac.uk/media/ps/cs/gmap/academicaffairs/policies/Policy_and_Code_of_Practice_for_PGR_Study.pdf

Research Progress:

Please provide a brief summary of :

- progress to date
- achievements/results
- any changes to project aims/methods

Files:

Please upload a PDF version of your poster to be presented at the PG poster session.

Your poster should contain the following information:

- Motivation/Aims
- Summary of Relevant Recent Work
- Methods
- Progress/Results to Date
- Next Steps/Future Work
- References

Please upload a PDF version of your draft or published journal article. This should use a template or formatting style from a journal appropriate to your research field.

Part 1B (Student)

Future Plans:

Please provide a plan of work over the remainder of your project with timescales.

Researcher Development Programme:

In the “details” section please list all courses attended (SUPA/University/Other) during the previous year.

For each SUPA course, please state the number of hours equivalent credit associated with the course (You can find the list of SUPA courses you have attended/completed in your My.SUPA account at <http://my.supa.ac.uk>.)

Please confirm that you have completed the University’s cybersecurity awareness course on MyPlace.

Files:

Please upload an outline thesis plan (1 page in PDF or Word format preferred). This should contain thesis chapter headings and sub-headings, with a brief summary of the expected content of each chapter.