

M U N I

**APPROVAL AND EVALUATION OF INDIVIDUAL
STUDY PLANS FOR DOCTORAL STUDIES: MU
IS AGENDA ACADEMIC RECORDS**

INFORMATION FOR STUDENTS

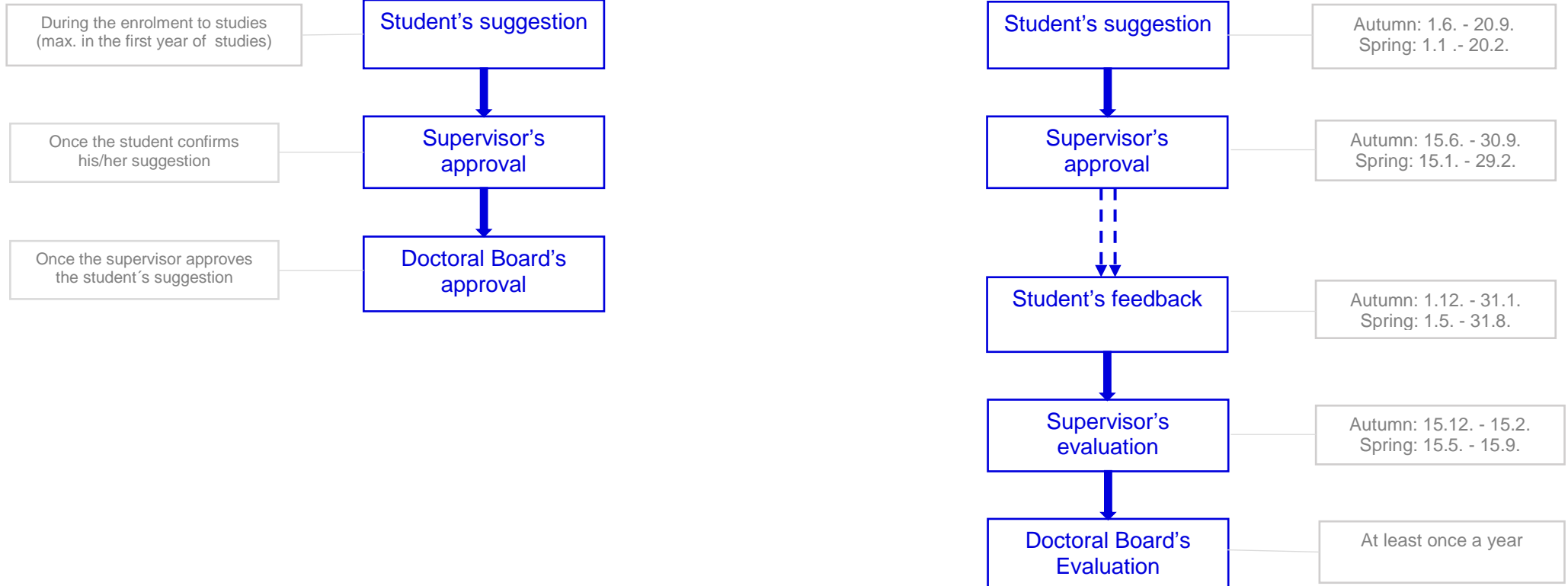
Research Office, July 2020

Ph.D. Individual Study Plan

Overall Study Plan

Term Content

Detailed elaboration of the course of study in individual terms



PH.D. INDIVIDUAL STUDY PLAN AND ITS EVALUATION

Ph.D. Individual Study Plan and its evaluation

STUDENT / MY COURSES | START OF TERM | TEACHING | END OF TERM | DURING STUDIES | END OF STUDIES

Studies: FSS |
 Programme: F
 Field of Study: F
 Department:
 Research topic:
 Research topic in English:
 Supervisor:

Overall study plan | Term content | Courses enrolled in | Publications | Overview of internships and stays

Individual study plan: Overall study plan
 Show current version | all versions

FSS:Autumn 2019 -
 Student's proposal for the entire period:
 Supervisor's approval: Yes 7/2

[Edit the overall study plan](#)

Individual study plan: Term content
 Editing time table -
 Show evaluation report the selected term | the selected term and the previous one | all the terms

FSS:Spring 2020
 Term content ISP
 Doctoral thesis preparation: 7/2
 Publications/articles:
 Professional forums/conferences/lectures:
 Supervisor's approval: Yes 7/2

[Edit the feedback on term content Spring 2020](#)

Courses enrolled in
 FSS:Spring 2020

Course	Field of Study		
	R	NR	IF
FSS-I	-	-	-
FSS-I	-	-	-
FSS-I	-	-	-

[Edit the term content Autumn 2020](#)

Publications
 You can create new publication records in the IS publication database using the link [Create a new publication/outcome record](#)

	M			N/L			Total
	R	NR	IF	R	NR	IF	
a) book on a specialized topic			2			2	2

Situation as of: 14/6/2020 17:11
 Explanatory notes: M - international, N/L - national/focal, R - reviewed, NR - not reviewed, IF - the total impact factor value of the works at the time of the publication. Only the following outcome types are taken into account: B, C, J, S, D, V, P, A, p, a, k, m, n, u, j, b, c, d, e, l.

List of Publication Records -

Internships and stays for the purpose of study and work
 The information on stays for the purpose of study must be entered into IS. Please do so by clicking on [internship and stays](#)

No stay available.

IS MU ➤ Personal Administration ➤ Student ➤ Start of Term ➤ Ph.D. Individual Study Plan and its evaluation

IS MU ➤ Personal Administration ➤ Student ➤ End of Term ➤ Grades Obtained ➤ Evaluate a Doctoral Student*

* This is the same agenda; however, students can access it in the IS MU in two list of agendas: at the beginning and at the end of the term.

At the **beginning of studies**, fill in the plan for the overall course of studies.

Each term, you can enter your feedback to the given term within the specified deadlines on page 2.

Each term, fill in your proposed Term Content for the particular term; the deadlines for doing so are on page 2.

OVERALL STUDY PLAN

Ph.D. Individual Study Plan and its evaluation

STUDENT / MY COURSES START OF TERM TEACHING END OF TERM DURING STUDIES END OF STUDIES

Overall study plan

Student's proposal for the entire period

This is a space for your plan for entire studies lay-out. Describe the focus of your research and its predicted course. Write down where and what, or in co-operation with whom you intend to publish. Specify what conferences or lectures you want to attend, or what stays you are about to take. You can also schedule a plan for registration of courses in particular term (however, this information will be given in detail in the term content of the ISP).

Save Save and inform the supervisor Back

In **Overall Study Plan**, describe the approach to your research and studies in their doctoral degree programme.

You propose the plan in cooperation with your supervisor, who then approves of the plan. In addition, the plan must also be approved by the Doctoral Board of the programme. Both your supervisor and the Doctoral Board can comment on your plan.

In the event of a major change in your studies, the plan can be further altered. However, such a change requires re-approval by both the supervisor and the board.

In **Term Content**, you are expected to describe in detail what you are planning on pursuing during the given term.

The Term Content that you propose for the ISP is approved by the supervisor, and they can also comment on your stated goals.

Based on the complete data and your actual performance, your supervisor will evaluate each term of your studies. In addition, the Doctoral Board will review the current progress of your ISP at least once a year.

Unsatisfactory progress of the ISP may lead to the withdrawal of the scholarship for full-time students in doctoral degree programmes. Failure to meet the ISP requirements may result in termination of studies.

TERM CONTENT

Ph.D. Individual Study Plan and its evaluation

STUDENT / MY COURSES START OF TERM TEACHING END OF TERM

Term content

In each section, fill in the details concerning the chosen semester (what you will work on while preparing the doctoral thesis, how you continue with the publications / articles, what forums / conferences / lectures you plan to visit, or what kind of stays/internships you intend to do). As soon as you register courses for a given semester in the Student section in the Course Registration and Enrolment section, a list of the courses will also be displayed in the ISP section in the Courses Enrolled In section.
If you are inserting a longer text, you can separate individual paragraphs using <P>.

Doctoral thesis preparation

required section

Publications/articles

required section

Professional forums/conferences/lectures

required section

Stays

optional section

Other

optional section

Save Save and inform the supervisor Back

TERM CONTENT FEEDBACK

Ph.D. Individual Study Plan and its evaluation

STUDENT / MY COURSES | START OF TERM | **TEACHING** | END OF TERM | DURING STUDIES

Term content

Term content -

Student's feedback ?

Comment on the course of the ending semester. Above all, focus on the points of your ISP's semester content which you have not been able to achieve, and explain the reasons for the failure.
If you are inserting a longer text, you can separate individual paragraphs using <P>.

[Text input area]

Save | Save and inform the supervisor | Back

At the end of the term, you can complete the **Term Content feedback** for the given semester.

This way of communicating with your supervisor and Doctoral Board is usually used if the given term did not live up to your expectations.

If you have deviated from the previously agreed-upon term content, state in detail the reasons for not meeting the ISP requirements. In addition, you can also suggest when and how are you planning on addressing the goals currently not met.

The completed agenda **Ph.D. Individual Study Plan and its evaluation** currently contains:

- the plan of your entire studies and its approval by your supervisor and the Doctoral Board,
- the contents of each of your terms and their approval by your supervisor,
- your feedback on each term,
- the evaluation of each term by your supervisor,
- the evaluation by the Doctoral Board at least once a year.

In addition, this agenda also displays also an overview of all courses studied, publication information, and data on completed internships and studies abroad.

COMPLETED ISP AND ITS EVALUATION

Ph.D. Individual Study Plan and its evaluation

STUDENT / MY COURSES | START OF TERM | **TEACHING** | END OF TERM | DURING STUDIES | END OF

Studies:
Programme:
Field of Study:
Department:
Research topic:
Research topic in English:
Supervisor:

Overall study plan | Term content | Courses enrolled in | Publications | Overview of internships and stays

Individual study plan: Overall study plan
Show current version | all versions

FSS:Autumn 2019 -
Student's proposal for the entire period:
Supervisor's approval: Yes ?/?

Individual study plan: Term content
Editing time table -
Show evaluation report the selected term | the selected term and the previous one | all the terms

FSS:Autumn 2019
Term content ISP
Doctoral thesis preparation:
Publications/articles:
Professional forums/conferences/lectures:
Supervisor's approval: Yes ?/?

Evaluation of term content ISP
Student's feedback:
Supervisor agrees with progress to the upcoming semester: Yes ?/?

Supervisor's evaluation: ?/?

Courses enrolled in
FSS:Autumn 2019

Course	Field of Study	Credits	Type of Completion	Evaluation	Note	Entered by
FSS:	-	10	z	?	1/2/2020	
FSS:	S-	10	z	?	1/2/2020	

Publications
You can create new publication records in the IS publication database using the link Create a new publication/outcome record .

	M		N/L		Total
	R	NR	IF	Total	
a) book on a specialized topic			2	2	2

Situation as of: 18/6/2020 20:50
Explanatory notes: M - international, N/L - national/local, R - reviewed, NR - not reviewed, IF - the total impact factor value of the works at the time of the publication. Only the following outcome types are taken into account: B, C, J, S, D, V, P, A, p, a, k, m, n, u, j, b, c, d, a, t.

List of Publication Records -

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No stay available.

IF YOU UNSURE OF HOW TO PROCEED

- ✓ Get in touch with the department in charge of doctoral studies at your faculty.
- ✓ Contact your supervisor.
- ✓ Ask the faculty's IS technician.
- ✓ Review the [Study and Examination Regulations](#).

- ✓ Write or call the RMU Research Office, which guarantees doctoral studies at MU:

Markéta Burešová, E: buressova@rect.muni.cz, T: 549 49 5365

Doctoral studies methodology, issuing diplomas and graduation, recognition of doctoral studies, etc.

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Development activities within doctoral studies – FRESHERS, Seminar Series, Summer School, etc.

Pavλίna Škorňová, E: skornova@rect.muni.cz, T: 549 49 8511

Administration, issuing diplomas and graduation