



Checklist – 3rd Supervisor Meeting

Student Name: _____

Class of 20 _____

Supervisor: _____

Co-Supervisors: _____

You are planning your third supervisor-meeting. This list should help you to address questions and considerations related to your PhD-work.

- ✓ Have you specified your short-term goals?
- ✓ Have you specified your long-term goals?
- ✓ Have you given presentations at seminars / departmental seminars / journal clubs?
- ✓ Have you presented data at external conferences or meetings?
- ✓ Have you collected your credit points?
- ✓ Was your project already running when you started your work? Are other colleagues of your research group working on the same topic? If so, do you think this is problematic?
- ✓ Do you have sufficient resources?
- ✓ Do you have the feeling that your work progressed adequately? If not, what are the reasons?
- ✓ Are publications in sight? Have publication merits been arranged?
- ✓ You have been working for 2.5 years now. Is the end in sight?
 - If yes, prepare a time schedule for writing and handing in the thesis.
 - If no, you have to arrange a fourth meeting next year.
- ✓ Do you have a strategy for your transition period between PhD and Postdoc (or else)?

Please also remember:

- ✓ Make sure you meet your supervisor regularly.
- ✓ Be aware that you can always contact your co-supervisors without your supervisor if you have questions or are facing problems.
- ✓ Be aware that you can always contact the PhD office if you have questions or are facing problems.

Additional Comments:

If you have additional comments regarding your progress, supervision or training needs that were not covered on the previous page please add these here:

Comments: _____
