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?
  o If yes, prepare a time schedule for writing and handing in the thesis.
  o 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: __________________________________________

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