

Preliminary research and study plan including a supervision plan

Date when drafted or updated:

Name:

Doctoral programme and research field:

Supervisors (to be officially appointed by LUT):

Follow-up group (if applicable):

Other co-operating parties (if applicable; e.g. employer other than LUT):

Please note!

- Applicants need to follow possible further instructions given by the doctoral programmes, e.g. concerning the required length of the plan.
 - The research plan should be a proper plan, not just a bulleted list of things.
 - All subject areas given must be covered in the plan.
 - The student is responsible for informing the supervisors of essential changes during studies.
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I Research plan

TITLE xxx

FORMAT Article-based dissertation/Monograph (choose one)

INTRODUCTION

Background for research

Description of the research topic and how it is linked to the chosen area of research

AIM AND IMPACT

Research target and research questions

2-4 questions to clarify content, applicability and relevance of the research topic

Research hypotheses

Impact and novelty

IMPLEMENTATION

Implementation of research

Research methods

Research data

SCHEDULE

A rough schedule (quarterly/half-yearly) for research. When drafting the schedule please pay attention to

- the mode of studying: full-time (target time four years)/part-time
- research tasks: be realistic with the time required
- time required for administrative issues regarding the dissertation process: submitting the manuscript to the Dissertation Committee → the assessment of the dissertation & graduation = approximately six months
- Gantt chart or equivalent visualization is recommended.

ESTIMATED GRADUATION DATE (month or spring/autumn + year)

LIST OF REFERENCES/BIBLIOGRAPHY

A list of important and relevant references used for the research

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II Funding

- Secured funding (please specify: from where, for what period)
- Funding to be applied

III Publication plan

Publication channels

Suitable publication channels, including [Publication forum](#) classification (JUFO) level. For example:

- Journal XX, JUFO 2
- Conference YY, JUFO 1
- Other possible channels

Scheduling

- See the table below as an example. The schedule can also be included in the overall schedule of doctoral studies.

Status of articles and contribution

- If an article is already *submitted/accepted for publication/published*, please make a note on that. In addition, please include the article in the application package. If you are not the first author, explain your own contribution to the article.

Article	Preliminary schedule <i>(note if submitted/accepted/published)</i>	Possible topic <i>(if known)</i>	Possible publication channel <i>(journal/conference title)</i>
I	submitted, June xxxx		
II	spring/autumn xxxx		
III			
IV			

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IV Doctoral study plan (min. 40 ECTS credits)

Remember to check the doctoral programme-specific instructions regarding studies: [Student portal Uni](#) → section *General instructions and information on the structure of doctoral studies*.

Please note! The personal study plan (PsP) below must also be created in the student information system Sisu after the study right has been awarded and LUT user account activated. The student is responsible for updating the study plan in Sisu.

A. Research field studies (min. 20 ECTS credits)

RESEARCH FIELD STUDIES <i>Type of study attainment and course code where applicable</i>	ECTS cr	Preliminary schedule <i>LUT Doctoral School recommends: studies should be completed during the first two years of studying</i>
<p><u>LUT courses:</u> Check the level and suitability for doctoral studies in Sisu and include the following details in the plan:</p> <ul style="list-style-type: none">- credits- course codes- curriculum period (when taught) <p><u>For courses taken elsewhere</u> (called a study draft in Sisu PsP): Check the level and suitability for doctoral studies and include the following details in the plan:</p> <ul style="list-style-type: none">- credits- course codes if applicable- the name and place of the institution offering the course- curriculum period (when taught) <p><u>For other study attainments</u> (called a study draft in Sisu PsP), include the following details in the plan:</p> <ul style="list-style-type: none">- type of study attainment (e.g. seminar, summer school, literature study, conference)- subject area or name- credits- place of completion		<p><i>Make a note here if completed already.</i></p>
	x ECTS cr	

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B. Studies supporting the research field (as many as are needed to gain the total minimum for the degree = 40 ECTS cr)

STUDIES SUPPORTING THE RESEARCH FIELD	ECTS cr	Preliminary schedule
Please see the instructions in the previous table. Typical studies are for example courses on open science, research ethics, scientific writing, methodology - in other words general courses on making science.		<i>Make a note here if completed already.</i>
	x ECTS cr	

STUDIES/total minimum	x/min. 40 ECTS cr	
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V Supervision plan

- The supervision plan is made between the doctoral student, supervisor(s) and other possible parties involved.
- With this plan, the parties arrange their collaboration in the agreed timeframe with a completed doctoral degree as a goal.

RESPONSIBILITIES (do not omit this table from your plan or change it)

The doctoral student is responsible for	The primary supervisor is responsible for
<ul style="list-style-type: none">• the progress of the dissertation project and research• for informing the supervisor(s) on the progress made according to the agreed reporting schedule and the agreed way• following the agreed timetables• revising the postgraduate plan annually, or more often if necessary• taking care of making appointments with the supervisor(s)• carefully preparing him-/herself for the meetings• informing supervisors, follow-up group and other relevant parties of all the changes that considerably affect working conditions, progress of the dissertation project or keeping the agreed schedule	<ul style="list-style-type: none">• committing him-/herself to supervising the doctoral student's research and doctoral education throughout all stages• respecting the agreed timetables and deadlines• giving feedback regularly and within a reasonable amount of time• familiarizing the doctoral student with academic work and practices related to scientific qualifications (e.g. publishing, conferences, researcher mobility, ethical principles)• ensuring that the roles and responsibilities between the primary supervisor, second supervisor and follow-up group are clearly defined (please specify below)• assisting the doctoral student in applying for funding: gives information on funding opportunities and writes references when needed• assessing (together with the follow-up group) whether the doctoral thesis manuscript is ready for evaluation• informing the doctoral student of any significant changes that affect supervision arrangements

Issues to be agreed on and documented in the supervision plan:

AGREED MEETING FREQUENCY

how often, how organised

REPORTING OF PROGRESS OF THE DISSERTATION PROJECT AND STUDIES

how, to whom, when

OTHER PARTIES' RESPONSIBILITIES

second supervisor, follow-up group, employer, other co-operating parties

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Where applicable:

Other essential issues to be discussed between the applicant and the supervisor(s)

Criteria for quality and extent of the doctoral dissertation

- A recommended tool to be used in the discussions: [Doctoral Research Assessment Tool](#) (available in Uni: Doctoral Studies – Forms, Study Tips and Instructions)

Principles of article publishing, for example

- How many articles will be included in the dissertation?
- Author's names and order

Rights and usage of research project material and results

- For example, if company data is used in the study, which results can be published

Rights and patents for inventions developed in research projects

Use of laboratory equipment, databanks and computer runs as a subject to a charge

Facilities for research work

Possible study leaves in case of part-time students (students working outside LUT University)