

MODEL

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):

Supervisory group (if applicable):

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

The student is responsible for updating the plan and informing the supervisors of essential changes during studies.

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.***
-

I Research plan

TITLE Title

FORMAT Article-based dissertation/monograph

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 note

- mode of studying: full-time/part-time
- research tasks: be realistic with the time required
- time required for administrative issues: submitting the manuscript to the Dissertation Committee
→ the assessment of the dissertation and graduation = approximately six months

Gantt chart or equivalent visualization is recommended

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

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II Funding

Secured funding (please specify: from where, for what period)

Funding to be applied

III Publication plan

Suitable publication channels, including Publication forum classification (JUFO) level, for example:

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

Scheduling of publications (can also be included in the overall schedule of doctoral studies, the table below is an example only).

If an article is already **submitted/accepted for publication/published**, please make a note on that. In **addition, include the article into the application package.**

Article	Preliminary schedule, (note if submitted/ accepted/published)	Possible topic (if known)	Possible publication channel
I	e.g. year XX		e.g. journal x / conference x
II			
III			
IV			

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IV Doctoral study plan (min 40 ECTS credits)

The doctoral studies are scheduled for four years. LUT Doctoral School recommends that the studies should be completed during the first two years of studying.

When planning doctoral studies, please check first the instructions concerning the doctoral programme in question in [the student portal Uni](#) → see section *Planning doctoral studies*.

RESEARCH FIELD STUDIES (min 20 ECTS cr) Type of study attainment (course, seminar, summer school, literature exam etc.)	ECTS cr	Preliminary schedule (mark if completed)
Give at least the subject area, if the type of study attainment is not yet known. If an LUT course, please check in WebOodi that - the course is still available and - include the course code. If a course taken elsewhere, mention the institution offering the course.		
	min. 20 cr	
STUDIES SUPPORTING THE RESEARCH FIELD Type of study attainment (course, seminar, summer school, literature exam etc.)	ECTS cr	Preliminary schedule (mark if completed)
Please see the instructions above.		
	cr	
STUDIES/total minimum:	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, supervisory 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 supervisory 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 supervisory group) whether the doctoral thesis manuscript is ready for evaluation• informing the doctoral student of any significant changes that affect supervision arrangements

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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, supervisory group,
employer, other co-operating parties

Other essential issues to be discussed

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, e.g.

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

Rights and usage of research project's material and results

- E.g. 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 leave in case of part-time students (students working outside LUT)