

INDIVIDUAL RESEARCH PLAN – INSTRUCTIONS

The education of students in Doctoral School is based on:

1. Individual Education Plan and Support Plan;

2. Individual Research Plan (IPB) - a document specifying the objectives, timetable and research methods that the doctoral student intends to implement in order to write his/her doctoral dissertation.

Both documents are supposed to help with effective and timely completion of doctoral project and preparation of doctoral thesis. They will serve as a ground for grading student's progress (first 4 semesters into the degree), and for evaluating the quality of Doctoral School education.

For every PhD candidate, an Education Plan and Support Plan (compliant with the School Regulations) shall be created within 3 months from the start of education.

Document templates can be found here:

<https://ast.umk.pl/en/phd-students/individual-education-program/>

The evaluation of compliance of the education program is based on level 8 qualifications of PRK (Polska Rama Kwalifikacji - The Polish Qualifications Framework).

Using this framework, the education program is monitored on a regular basis, and particular elements are being improved regularly. The education program includes an internship in form of conducting and co-conducting classes in the amount of 60 hours throughout the degree.

The limit of ECTS points per degree is 31/34 (depending on the Framework Program of Education). Research conducted by doctoral student is regulated by the Individual Research Plan (IPB) which serves as a student-school-supervisor agreement (source: „Przewodnik po systemie szkolnictwa wyższego i nauki”, MNiSW, Warszawa 2019). **Creating an Individual Research Plan (IPB) is a statutory requirement.** The Individual Research Plan (IPB) has to be thoroughly planned, related strictly to the areas of doctoral thesis, and planned tasks must be possible to complete in assumed timeframe.

Individual Research Plan (IPB):

- is developed by doctoral student in agreement with supervisor(s);
- is presented to the School Director within 12 months from the day of being entered on the list of doctoral students.
To ensure correct procedures, Director assigns a deadline of June 30.
The document should be submitted on paper, as well as e-mailed to: ast@umk.pl both in scanned and editable form;
- **assigns the deadline for submission of doctoral thesis**; this deadline can be moved, but by no more than 2 years, in accordance with the Regulations of the Doctoral School;
- is subject to mid-term evaluation by a council which consists of 3 people, at least one of them with a post-doctoral degree or the title of professor in the field of doctoral thesis, employed outside the University of the Doctoral School.
Supervisor and subsidiary supervisor cannot be members of the commission.
Negative grade of the mid-degree review will result in removal from list of doctoral students; positive grade will result in increase of minimum amount of scholarship.

Individual Research Plan (IPB) – what to include?

Description of methodological bases (description of methods and details of planned research)- (point 7 of IPB) allows to specify exactly what the doctoral student will be doing, what phenomenon he will analyze, for what reason, what tools he will use, what hypothesis he wants to verify, etc.

1. Subject and purpose of the research
Subject of the research is what we want to study. Purpose of the research is what we want to achieve by completing the research.
2. Research problem(s) A research problem can be basically anything. It is usually (but not always) formulated as a question. Aside from the main research problem, side research problems which will be the main problem's extension can be formulated.
3. Hypotheses, variables, indicators The research hypothesis is a suggestion of an answer to the given question, derived from the research problem. It is a suggestion of a scientific theorem. It has to be confirmable. The easiest way to formulate a hypothesis is deriving it from an existing theorem. The research will then lead to either confirmation or falsification. Usually there is one main hypothesis and specific hypotheses resulting from it. It is connected to the research problem.
4. Research methods, techniques and tools You are supposed to specify what methods, techniques and research tools will be used. A method is an answer to the question how to solve a given problem, while a technique is how you collect data.
5. Organization, field of research You are supposed to describe the area of research; where, when and how the research will be performed, what the research will concern and in what conditions the research will be conducted.

A schedule of research in form of a Gantt chart

This part of IPB should allow to evaluate the progress of work. Therefore, the suggested way of representing measurable achievements should include dates (time intervals), intended goals, tasks and actions undertaken to reach intended goals and results you plan to achieve.

Following the recommendations of Ministry of Science and Higher Education **pro-quality solutions promoting scientific activity of PhD candidate** (points 9 and 10 of IPB) are recommended by connecting education with achievements such as:

- a) publishing a scientific article in a scientific journal, monograph or chapter in a monograph (or scientific review, if it has importance in the particular field)
- b) active participation (communication or poster) in an international or national conference, documented in conference materials;
- c) participation in workshops or summer schools;
- d) co-organization of workshops and scientific conferences;
- e) documented participation in internships or courses which improve PhD candidate's qualifications;
- f) financing scientific research of PhD candidate from own grants or grants obtained by supervisor/from other sources;

g) **internships** of PhD candidate in other scientific centers (including foreign, if justified by field of doctoral student);

h) **scientific achievements** of PhD candidate (scientific articles, monographs) created in international cooperation;

i) **publishing of articles in scientific journals** from first quartile (Q1) or most prestigious publications (for 200 points);

j) **joint co-promotion** of doctoral thesis with foreign partners.

After each year of education the PhD candidate shall submit the annual report (<https://ast.umk.pl/en/phd-students/framework-program-individual-research-program-ipb-and-annual-reports/>) so their progress can be evaluated.