

## INDIVIDUAL RESEARCH PLAN - INSTRUCTIONS

*The education of students in Doctoral School is based on:*

1. **Syllabus;**

2. *Individual Research Plan (IPB).*

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. The syllabus is adopted by the Senate. For every doctoral student, an Education Plan and Content Support Plan (compliant with the School Regulations) have been created. Document templates can be found at: <https://www.phd.umk.pl/ast/program-kształcenia/>.

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 (for mid-degree evaluation, at least 16 ECTS points are required).

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, 2022, or September 1, 2022 in justified cases. The document should be submitted on paper, as well as e-mailed to: [ast@umk.pl](mailto: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-degree review by a commission 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.

*Detailed requirements of Individual Research Plan (IPB) have been settled in the School Regulations: “Template of individual research plan, consisting of characteristics of research problem, description of methodological bases and schedule is determined by council of Doctoral School”.*

## **Wizard for creation of Individual Research Plan (IPB):**

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 (point 8 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 doctoral students **(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 doctoral student's qualifications;
- f) financing scientific research of doctoral student from own grants or grants obtained by supervisor/from other sources;
- g) internships of doctoral students in other scientific centers (including foreign, if justified by field of doctoral student);
- h) scientific achievements of doctoral students (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 studies (till August 15, 2021 with the possibility of completing the documentation by September 21) doctoral student will be obliged to submit an annual report (form available on school website).***