

## **Guidelines for the Oral Part of the Progress Review of Doctoral Students of Analytical Biochemistry**

In the beginning of the progress review meeting, the committee members have 10-15 minutes for discussion (doctoral students are waiting in the hallway until invited in together).

Doctoral students will also draw up **slides** in addition to the progress review report and present them at the progress review. The slides must contain the following information regarding the academic year that the progress review concerns.

An overview of experimental work carried out during the progress review period and the results (theoretical background need not be covered in detail – an explanation in a few sentences is enough).

- Bring out the hypotheses and objectives of activities set for the period
- Shortly describe the methodologies used
- Give an overview of the main results (figures, tables, etc.)
- Point out what was found out that is new, did the hypotheses prove to be valid
- Describe whether the achieved results are eligible for publication and the journals (please refer to the ETIS category and the impact factor) where the publication is planned, the conferences where the doctoral student plans to speak
- Mention what kind of problems occurred in carrying out the work, how to eliminate these problems and further optimize the activities
- Describe how did scientific cooperation with the supervisor(s) progress, which issues should have received more help and attention
- Highlight the main hypotheses of the studies of the next progress review period.

It is important that information is presented in a clear and exact manner, and provides the committee with an adequate overview of the scope and scientific quality of the work carried out during the progress review period.

The doctoral student has the floor for **15 minutes** for making their presentation, questions from the committee members follow (**15 minutes**).

Please remember to present the following information in detail when formalizing the written part of the progress review report.

- List of publications (all publications to be included in the doctoral thesis, which have been printed, accepted or submitted for publishing must be mentioned; ETIS category and the impact factor must be given). Highlight separately the publications which have been publicized, accepted or submitted during the progress review period, and add the contribution of the doctoral student by each specific article.
- Addressing conferences (event title, place, time, topic of the presentation, type of the presentation – oral or poster presentation)
- Work in external laboratories – if relevant (institution, place, time, description of activities).