## 1. General information

|  |  |
| --- | --- |
| **PhD candidate (full name):** | *[insert name of the fellow]* |
| **Department:** | *[insert name of the department]* |
| **Research Group:** | *[insert name of the research group]* |
| **PhD course:** | *[insert PhD course in which the candidate is enrolled (if it applies)]* |
| **Period of appointment:** | *[dd/mm/yyyy] - [dd/mm/yyyy]* |
| **Supervisor(s):** | *[Name of Supervisor], [Affiliation]*  *[Name of Supervisor], [Affiliation]*  *...* |
| **Co-supervisor(s):** | *[Name of Co-Supervisor], [Affiliation]*  *[Name of Co-Supervisor], [Affiliation]*  *...* |
| **Mentor:** | *[Name of Mentor], [Affiliation]* |
| **Evaluation period:** |  |

## 2. Research progress

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| --- |
| **Title of the project:** |
| *[title of PhD research]* |

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| **Status of research plan:** |
| *[Status of research plan, including achievements, possible modifications, and expected future results]* |

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| --- | --- |
| **Time schedule for evaluation period** | |
| Is the PhD research on schedule?  If Almost or Not, please answer the questions below. | Yes / Almost / No |
| How much delay do you expect (approximately)? | …… months |
| What are the main reasons for the delay? | |
| * Project proposal was not clear or not focused enough * developed in different direction * Research required additional knowledge and/or expertise * Planned tasks took more time than expected * Technical problems with research equipment and/or problems with data collection * Illness * Pregnancy leave/Parental leave * Other: … | |
| How could the progress be improved in the next period(s)? | |
| * Better planning/focusing * Better or more supervision of supervisor(s)/co-supervisor(s) * Better or more technical support/equipment/software * Better co-operation with colleagues * Following in-depth PhD-course, PhD-skills courses or specific training * Improved participation in relevant scientific networks * Progress cannot be improved * Other: … | |
| Remarks: | |

## 3. Coursework and Training Activities

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **List of training activities carried out during the evaluation period, including courses passed / attended but not yet passed / Summer Schools attended.** | | | | |
| **Course Title** | **Research Institute/ University** | **Country** | **ROMSOC course** | **Credits (ECTS)** |
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| Remarks: | | | | |

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| **Other training activities (e.g. communication, training or management skills)?** |
| [List other training activities carried out in the evaluation period] |

## 4. Research-related activities

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| **List of research-related activities, including conferences and workshops attended (and mentioning oral/poster presentations, if any), seminars delivered, and research stays/secondments (institution, starting and ending dates)** |
| *[Write here]* |

## 5. Publications

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| **Publication list, specifying the publication venue (journal, book, book chapter, congress, workshop), and submitted manuscripts** |
| *[Write here]* |

## 6. Other Activities

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| --- |
| **List activities within/for the network (including organization of workshops, minisimposia etc)** |
| *[Write here]* |

|  |
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| **List any other activities (including teaching/tutoring)** |
| *[Write here]* |

## 7. Attachments

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| --- |
| **[Attachments to be merged in a unique pdf file]** |
| *[List the documents that you will merge with this Report]* |

|  |  |
| --- | --- |
| **Final conclusion of supervisor(s) on total performance in the evaluation period (descriptive)** | **Final conclusion** |
|  |  excellent   good   sufficient   moderate   weak |
| **Reaction of employee to final conclusion of supervisor(s)** | |
|  | |

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **Signatures** | **Put a cross**  (only in electronic version) | **Signature**  (only in paper version) |
| **Supervisor** |  Agree with content and wording |  |
| **PhD candidate** |  Agree with content and wording |  |
|  Seen |  |
| (please add explanation if signed for seen): | |