

ANNUAL EVALUATION. ACADEMIC YEAR 2019-2020

Composition of the committee:

The evaluation committee is formed by three approved professors (one acts as the president and one as secretary) which, as far as possible, remains until the completion of the doctoral thesis. Committee members are chosen according to the student's needs in relation to their research project. During the annual evaluation process the students must render an account of the work done during the year, s/he must inform the committee about the activities carried out during the year and must explain the work plan for the following year. To guide this process, students are given a **guide to write the report** indicating the important aspects that must be included; they are also reminded of the regulations for this follow-up evaluation process. In parallel, the **supervisor of the thesis writes an annual report** on the progress of the student's research so that the commission can compare the information. Both documents are collected by the Coordinator of the PhD programme and sent to the committee before the student's oral presentation.

Evaluation mechanism:

The evaluation consists of a 45-minute session in which the doctoral student presents his/her research (20 minutes), the evaluators express their opinions and ask questions (15 minutes) and the doctoral student responds (5 minutes). At the end of the session, the three members of the committee sign the **report** noting their evaluation, which can be favorable, favorable with modifications, unfavorable, or not able to evaluate; and also write a report on the progress of the student's research. This report includes observations on the adequacy of the oral presentation to the objectives of the thesis and observations about the development and improvement of the research, and advice on the writing of the doctoral thesis. The report is kept on file by the program and the results of the evaluation are reported to the UAB's Doctoral School.

Calendar:

From 7th to 10th of September, 2020.