ASSESSMENT OF PROGRESS REPORTS 2023/2024

At the end of each year of study, PhD students must submit a progress report on their research for assessment by a panel of experts, composed of three members elected from the PhD staff of the Department. This assessment must be positive if students are to proceed with their research.

The test date will be announced during the month of May.

Assessment criteria: the PhD Commission has established that PhD students are required to give an oral presentation of their progress (a maximum of ten minutes) based on the written report, which must be submitted previously.

Documents to be submitted

Documents are to be uploaded by PhD students to their OneDrive. The Department will email them a link.

1. Written report by the PhD student: a PDF file up to 2 pages long (following the PHD STUDENT REPORT TEMPLATE)
2. Documentary evidence: provide a scanned copy of all the certificates demonstrating the alleged merits.

The PhD student will also have to upload their report and scanned certificates to their virtual folder on SIGMA (UAB online system).

Doctoral students in the Program must have their Curriculum activated and/or updated: in PDF format following the CV model in the doctoral students section of the Program website Llista de doctorands - Departament de Traducció i d'Interpretació i d'Estudis de l'Àsia Oriental - UAB Barcelona, through this online application DOCTORANDS - e-Formularis (uab.cat). If you are updating a previous version, you only need to indicate the name and the new fields. In the exceptional case that someone does not want to publish the data on the web, it will be necessary to communicate this to the coordination and present a CV in a standard format.

When the doctoral student has uploaded the report, the directors must upload the student's folder to OneDrive (confidential folder) using the link the department will email.

1. **Supervisor's report**
    Before the assessment, PhD supervisors should send a confidential report on the student's progress. Supervisors must use this SUPERVISOR REPORT TEMPLATE. PhD supervisors must also upload their report to the PhD student's virtual folder on SIGMA (UAB online system).

Important remarks:

- Information about "Research training activities" for PhD students under RD99/2011. More information about the PhD training activities is available on the PhD website.

- https://www.uab.cat/ca/traduccio-interpretacio-estudis-asia-oriental/doc/activitatformativatc.pdf

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- Oral presentations and reports may be delivered in Catalan, Spanish or English.
- If you want to provide merits that are not covered as one of the mandatory or optional training activities, you can upload the certificates to the "Other merits" folder in One Drive. These merits will only be assessed in the panel session and not officially recorded in the file.
- The PhD programme coordinator will inform students of the results they have obtained before starting the enrollment process.
- If you have any problems or doubts, you can send an email to d.traduccio@uab.cat and doctorat.traduccio@uab.cat
- If the panel considers the student's progress to be insufficient, the Academic Committee of the Doctoral Program will summon the affected doctoral student for a follow-up review within the period set by the regulations.