



University of Sussex

Doctoral Researcher's Progression Review

Your Researcher's Report and Plan – Physics & Astronomy

Before your meeting with your Reviewers, you must prepare a written account of your research project, including both your progress and your future plans. The object is that your reviewers, and the Director of Doctoral Studies, should be convinced that you are on track to finish in a timely manner.

Year 1 review

The report should be substantial - about ten pages - as here you have to demonstrate your suitability for the PhD programme. It should include:

- A discussion of your understanding of the research problem and its underlying physics/astronomy
- A review of the relevant literature
- Progress and achievements this year
- A research outline, including realistic milestones. It is appreciated that you cannot foresee the complete future direction of your research in two years' time; nonetheless, a best-estimate plan is essential.

Years 2 and 3 reviews (and further reviews for PT researchers)

Only about three pages are required. This should include:

- A brief discussion of the research problem - last year's material can be included, suitably updated. Comment on and explain any changes in direction.
- Progress and achievements this year: comment on whether or not you have achieved the objectives that you identified in last year's plan.
- Suggested thesis outline
- A plan for the year to come, and a forward plan to completion. This should include a detailed time schedule with realistic milestones.

To be of maximum benefit to you, your plan should show more detail than this, covering elements specific to your project and including milestones to enable you to use it to measure your progress over the coming year. At a reasonable level of detail, the matrix will probably cover about a side of A4.

Thesis Readiness Review

It is sufficient to provide an updated timeline to submission, together with a short statement describing your research to date and the status of your thesis draft. You must alert your reviewers to any risks of a delay in submission of your thesis.

All researchers

You are welcome to append additional material such as published papers and/or thesis chapters (maximum of ten A4 pages); you may wish to reference this from your Report.

You should accompany your forward plan with a GANTT chart as shown in this example. Please be aware that such a chart, showing activities, will complement, but not be a substitute for, stating goals, milestones, and by what time you aim to reach these.

| | July | Aug | sept | y2 Q4 | y3 Q1 | y3 Q2 | y3 Q3 | y3 Q4 |
|---------------------|------|-----|------|-------|-------|-------|-------|-------|
| Lit. review | 1 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 |
| Design of apparatus | 3 | 2 | 1 | | | | | |
| Building equipment | 1 | 2 | 3 | | | | | |
| Measurements | | | | 3 | 1 | | | |
| Data analysis | | | | 1 | 2.5 | 1.5 | 0.5 | |
| Writing | | 0.5 | 0.5 | 0.5 | 1 | 3 | 4 | 4.5 |

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