**Progress Report/Minutes of Meeting**

**Second Year Doctoral Program**

Doctoral Researcher:

Supervisor:

Advisor 1:

Advisor 2:

**Research Topic:**

Date of the meeting:

*If possible, please consult the other advisors of the project (members of supervision committee or second supervisor).*

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| **Part 1: Progress of the dissertation project** |
| How much of the empirical work is completed?o (primary) data collection o data management o preliminary data analysis o finished data analysis  |
| Which steps of the empirical work still need to be done? |
| How much of the writing is completed?o 0-20% o 20-40% o 40-60% o 60-80% o 80-100% |
| Please assess the written parts of the dissertation.o draft o polished draft o final draft |
| Please name the parts of the dissertation which are still lacking. |
| Is it realistic that the dissertation is submitted at the end of the third year? |
|  |
| **Additional academic activities** |
| At which conferences has your supervisee presented his/her work? |
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| In which journals has your supervisee already submitted or published articles? |
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| Has he/she already teaching experiences? |
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| **Part 2: Agreement of objectives** |
| Time plan for the remaining steps of the empirical work and writing |
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| Planned date of submission |
|  |
| Planned publishing/conferences/teaching |
|  |
| Schedule for the feedback meetings during the third year. |
|  |
| Funding options for the months after BGSS (or other institution’s) doctoral funding? |
|  |
| Career plans of the supervisee |
|  |

Signature Supervisor Signature Supervisee