|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ACTIVITY\*** | **Year 1**  **Semester 1** | **Year 1**  **Semester 2** | **Year 2**  **Semester 3** | **Year 2**  **Semester 4** | **Year 3**  **Semester 5** | **Year 3**  **Semester 6** |
| 1. Collection and study of supplementary scientific research literature and data and consultations with the advisor/ supervisor | **5 months** |  |  |  |  |  |
| 2. Participation in the 1st workshop \*\* | **2 days** |  |  |  |  |  |
| 3. Further research in accordance with the 1st workshop guidelines, completion of the first draft of the dissertation proposal | **1 month** | **5 months** |  |  |  |  |
| 4. Submission of the first draft of the dissertation proposal for presentation at the 1st scientific colloquium |  | **X** |  |  |  |  |
| 5. Consultations with the advisor/supervisor |  | **1 month** |  |  |  |  |
| 6. Participation in the 1st scientific colloquium; public presentation of the draft of the dissertation proposal and subsequent discussion with all participants (other candidates, supervisors, members of the Committee for Postgraduate Studies and Doctorates and other scientific and teaching staff of the Faculty) |  | **1 day** |  |  |  |  |
| 7. Further research and refinement of the dissertation proposal in line with the suggestions given at the 1st scientific colloquium |  |  | **1 month** |  |  |  |
| 8. Participation in the 2nd workshop |  |  | **2-4 days** |  |  |  |
| 9. Further research in accordance with the 2nd workshop guidelines, completion of the second version of the dissertation proposal in consultation with the supervisor, initial research results |  |  | **3 months** |  |  |  |
| 10. Submission of the second version of the dissertation proposal |  |  | **X** |  |  |  |
| 11. Consultations with the advisor/supervisor |  |  | **1 month** |  |  |  |
| 12. Participation in the 2nd scientific colloquium; public presentation of the draft of the dissertation proposal and subsequent discussion with all participants (other candidates, supervisors, members of the Committee for Postgraduate Studies and Doctorates and other scientific and teaching staff of the Faculty) |  |  | **1 day** |  |  |  |
| 13. Further research and refinement of the dissertation proposal in line with the suggestions given at the 2nd scientific colloquium |  |  | **1 month** |  |  |  |
| 14. Submission of the final version of the dissertation proposal |  |  | **x** |  |  |  |
| 15. Public defense of the doctoral dissertation proposal before the Board for the defense of the doctoral dissertation proposal. |  |  | **1 day** |  |  |  |
| 16. Written formulation of the dissertation, completion of the quantitative analysis in consultation with the supervisor; setting *milestones* i.e. checkpoints following the submission of individual dissertation chapters (segments) e.g. literature review, methodology, results …. The notification on reached milestones should be forwarded to the independent counselor and the Student Registry for Postgraduate Studies and Doctorates. |  |  |  | **6**  **months** | **4 months** |  |
| 17. Submission of preliminary research results to be presented at a doctoral student conference |  |  |  |  | **X** |  |
| 18. Participation in the doctoral student conference; presentation of preliminary results and subsequent discussion |  |  |  |  | **X** |  |
| 19. Refinement of findings in line with the suggestions given during the doctoral conference |  |  |  |  | **1 month** |  |
| 20. Submission of the written presentation of research results approved by the supervisor/co-supervisor to the Committee for Postgraduate Studies and Doctorates (preliminary control of the quality of the doctoral dissertation) |  |  |  |  | **x** |  |
| 21. Completion and graphic editing of the doctoral dissertation in consultation with the supervisor/co-supervisor |  |  |  |  | **1 month** | **4 months** |
| 22. Submission of the doctoral dissertation |  |  |  |  |  | **X** |
| 22. Preparation for the defense and the public defense of the doctoral dissertation |  |  |  |  |  | **2 months** |
| **TOTAL** (in months) | 6 | 6 | 6 | 6 | 6 | 6 |
| **OVERALL TOTAL** (in months) | **36** | | | | | |

\*For all other activities (obligatory and non-obligatory) please consult the Regulations on University Postgraduate Studies (Doctoral Program) in Economics and Business at the Faculty of Economics and Business in Rijeka (in particular Article 16 and Articles 17-21) as well as https://www.efri.uniri.hr/en/student\_obligations/976/213

\*\* For more details on doctoral workshops, scientific colloquia and doctoral conferences see

https://www.efri.uniri.hr/en/workshops\_scientific\_colloquia\_and\_doctoral\_conferences/936/213

Notes on supervisors**:**

1. The Workflow for appointment/change of supervisor, and all relevant forms, guidelines and regulations available at https://www.efri.uniri.hr/en/postgraduate\_studies\_\_legal\_framework\_regulations\_and\_forms/517/150
2. The advisor/supervisor cooperates with the Committee for Postgraduate Studies and Doctorates, the Vice-dean for Science and Postgraduate Studies, the Head of the Doctoral program and the independent counselor.

Notes on independent counselors:

1. The role of the Independent Counselor is also addressed within the Workflow for appointment/change of supervisor and all relevant forms, guidelines and regulations available at https://www.efri.uniri.hr/en/postgraduate\_studies\_\_legal\_framework\_regulations\_and\_forms/517/150
2. An independent counselor is a professor who has mentoring experience in the broader field of the respective dissertation. A doctoral candidate is assigned an independent counselor upon the appointment of the supervisor (or advisor, in cases when a supervisor has not yet been appointed). The responsibilities of the independent counselor do not include traditional mentoring tasks, nor the superintendence over the supervisor or reading / reviewing of the doctoral candidate’s work. Their task is to, together with the supervisor, look after the candidate's progress i.e. to offer guidance and take account of candidate’s presence and participation in workshops / colloquia / doctoral conference, evidencing of achieved *milestones* (see the table above), to offer assistance in the choice of elective courses, participation in workshops/seminars/stays abroad. The independent counselor shall also be responsible for mediation in cases when supervisors are being changed. (see under 1)
3. The doctoral candidate shall meet with the independent counselor on a needs basis but shall report to him or her regularly on the completion of activities within the doctoral program earning the candidate ECTS credits, especially on activities in connection to the checkpoints mentioned under item 16 in the above table.