Guidelines Go/No Go report

GOAL OF THE REPORT

In the Go/No Go meeting, the committee, the promotor and yourself will assess the progress of the PhD project and define the best strategy to successfully complete the PhD within the next 3 years. The Go/No Go report is an essential part of the discussion. The report contains your vision on the research topic, on the strategy to be followed, on the competences needed and all related issues. While the document reflects your vision, it is rooted in the PhD agreement and in the discussions you have had with the promotor and the supervising team in the past months: do not hesitate to discuss its content with them. The report, integrated with the outcome of the discussion taking place during the Go/No Go meeting will result in the analysis and agreements reported in the Go/No Go form and in the Go/No Go decision taken by the promotor considering the recommendation of the committee.

FORMAT, LAY-OUT & SIZE

The report should not be longer than 10 pages not including appendices. You are free to choose the format and lay-out.

CONTENT OF THE REPORT

The front page of your report summarizes the administrative details of the project:

- Name of the PhD candidate;
- Department;
- Starting date of the PhD;
- Supervisory team (promotor(s), co-promotor(s), daily supervisor(s).

Research topic

Explain your view on what the research is about, the phenomena addressed and the expected challenges. Indicate the results you are aiming for, what new knowledge your research will bring and describe the direct and indirect contribution to science (new knowledge) and society (products, methods, tools,…). Include:

- Background of the research (including a literature review), problem statement;
- Research goal, intended outcomes;
- Research questions;
- Scientific relevance and societal relevance.

Research methodology

Describe the approach and methods that you plan to use, such as experimental methods, case studies, observation techniques, surveys, hypothesis testing, research-through-design. Provide your opinion on possible bottle-necks, on the expertise needed, on opportunities and all aspects associated with the path you want to follow.

Framing and embedding

Research typically takes place within various fields and communities of researchers. Cross-boundary interactions are particularly valued at TU Delft. In this part of the report, you should look around you, beyond the borders of your project and of your working group, and identify possible synergies and groups you would like to interact with.

- If your PhD is part of a larger project, how does the research fit into it?
- How does your project fit into the various research themes of your Department and of the Faculty of A+BE at large?
- Which groups or individuals work on related questions (within and beyond TU Delft)?
- What are the journals and conferences relevant for your research and which you would like to use to publicize your results?

Progress 1st year

Describe and evaluate what you have done in the previous months, showing progress but also describing the "lessons" you have learned. Provide also an assessment of your interactions with the group and the supervision team; do not hesitate to mention bottle-necks and components which could be improved.

- Research actions that have been completed (literature research, lab experiments, field studies, papers, visiting conferences); you should add relevant material in the Appendix.
- Other activities (doctoral education, teaching).
- Your own evaluation.

Planning

Indicate what the next steps are that lead to the completion of the PhD. Which studies will be conducted, what will be published when and where, show when things will be completed, and where special attention is needed. Use a graphic format, or a table to show the timing and relations between different activities. Also discuss the following subjects:

- Timeline of planned studies, conferences, journal articles, teaching periods, doctoral education etc.
- Crucial steps, hazards and safeguards: what may go wrong, and what can be done about it?
- What knowledge and skills provided by courses and activities of the Graduate School do you want to acquire? And when? What does your plan look like?

Data Management plan

Since January 1st , 2020, PhD candidates are required to present in their report a Data Management Plan. Such a plan is required by a number of sponsoring organizations and has the end goal of making sure that codes, data and models are really accessible to the community once you will have completed the PhD. You can find some indications at https://www.tudelft.nl/en/library/current-topics/research-data-management/r/plan/.