**ANNUAL REPORT**

**Surname, Name:** Your name

**Cycle:** e.g.XXXVII, XXXVIII, XXXIX, etc.

**Course Year:** e.g.: I, II or III

**Curriculum:** Specify the curriculum

**Supervisor:** Surname Name

**Co-supervisor:** (if any)

**ORCID code:** Specify your individual ORCID code (see details at the end of the document)

**Research topic:** Preliminary title of the research activity

Note: 1) the student should list ONLY the activities that have been carried out during the academic year they are reporting about (i.e. do NOT report the activities carried out in the previous year); 2) the student should list ONLY the courses for which he has passed the exam.

**A) Courses at UNIPD**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Organiser** | **Title** | **Hours** | **Credits\*** | **Period** |
| e.g.: CD Ing. Industriale or other PhD School | Full course title (doctoral courses) |  |  | dd/mm/yyyy – dd/mm/yyyy |
| e.g.: Department name | Full course title (*laurea magistrale* courses) |  |  |  |
| …. | …. |  |  |  |
|  |  |  |  |  |

\* The allocation of credits to soft skill courses is decided by the Executive Board on a case-by-case basis, depending on the content of the course.

**B) Courses offered outside UNIPD (including national or international schools)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Organiser and**  **Location** | **Title** | **Hours** | **Credits\*** | **Period** |
| Full name of the Organiser (e.g. University, Association) and location | Full course title (e.g. name of Summer School, Workshop, Tutorial) |  |  | dd/mm/yyyy – dd/mm/yyyy |
| …. | …. |  |  |  |
|  |  |  |  |  |

\*To the certified participation in courses offered in the context of national and international schools, a number of credits equal to 1 (one) every 4 (four) hours of classroom lectures can be attributed, after the positive evaluation of the content of the school by the supervisor. If the school does not provide forms of student assessment, the student’s supervisor (or a professor belonging to Board of Supervisors, indicated by the coordinator) will carry out the evaluation of the student in the most appropriate form. A student can get a maximum of twelve (12) credits by participating in one or more national or international schools.

The students should **also** upload at the link which will be indicated by email by the Doctoral Academic Office, together with this Annual Report form, a scanned copy of the “Course Attendance and Examination Form” (see CDII website, Forms and Deadlines) **specifying the name of the student in the file’s name**. This document proves that the student has taken the various courses listed and passed the exams. For courses not offered by the PhD school in Industrial Engineering of UNIPD, the student should upload a copy of the “Verbale di Valutazione Finale” form for each exam (if more than one, group them in a single pdf file), **specifying the name of the student in the file’s name**.

**C) Seminars (at UNIPD or outside UNIPD)**

|  |  |  |
| --- | --- | --- |
| **Lecturer name and affiliation** | **Title of the seminar** | **Date** |
|  |  |  |
|  |  |  |
|  |  |  |

Note: The students should **also** upload at the link which will be indicated by email by the Doctoral Academic Office, together with this Annual Report form, a scanned copy of the “Seminars Form” (see CDII website, Forms and Deadlines), **specifying the name of the student in the file’s name**. This document proves that the student has attended the various seminars listed.

**D) Study and research activities outside UNIPD**

(conferences included; courses, schools and seminars excluded)

|  |  |  |
| --- | --- | --- |
| **Description** | **Location** | **Period** |
| Full name of the organisation  Short description of the activity carried out during the stage | City, Country | dd/mm/yyyy – dd/mm/yyyy |
| …. |  |  |
| Full name of the conference | City, Country | dd/mm/yyyy – dd/mm/yyyy |
| … |  |  |
| … |  |  |
| … |  |  |

**E) Research activities during the year**

Max 2 pages

*- Aim of the research*

*- Summary of research results*

**F) Participation to other research projects** (since the start of the PhD)

|  |  |  |
| --- | --- | --- |
| **Project** | **Scientific advisor** | **Activities of the PhD student** |
| Title of the project |  |  |
|  |  |  |

**G) Collaboration to Master theses** (since the start of the PhD)

|  |  |  |  |
| --- | --- | --- | --- |
| **Student** | **Type** | **Thesis title** | **A.A.** |
| Name and surname | Triennale/ Magistrale |  |  |
|  |  |  |  |

**H) List of publications**

Please provide the full bibliographical information: name of authors, journal name or conference name, publication year, volume number and page numbers

**H1) Published**

*List here the publications that have been published, or have been issued a DOI number (i.e. are in press). In the latter case, provide the DOI number.*

*IMPORTANT: Please register your publications (ONLY the finalized ones, that is the ones with page numbers) in the IRIS website (<https://www.research.unipd.it/>).*

*You can enter the website with your UNIPD username and password.*

*Also: make sure that you are registered in ORCID (<https://orcid.org/>), as the ORCID code will identify you univocally and will allow tracking of your research output also in the future.*

**H2) Submitted**

*List here the publications submitted to journals or conferences*

**H3) Oral presentations**

*List here your oral presentations at conferences*

**H4) Poster presentations**

*List here your poster presentations at conferences*

**I) Teaching activities (didattica di supporto o Tutor Junior)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **A.A.** | **course** | **Bachelor/Master’s Degree** | **N. hours** | **Date of authorization** |
|  |  |  |  |  |
|  |  |  |  |  |

**L) Additional activities (outside of the PhD School)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Period** | **Description of the activity** | **Employer** | **Date of authorisation** |
|  |  |  |  |
|  |  |  |  |

**M) Prizes or any other achievements**

|  |  |
| --- | --- |
| **Event** | **Description of the activity** |
|  |  |
|  |  |

*PhD Student (signature) date*

*Approved by the Supervisor (signature)*

*The signed document* ***as well as all the other supporting documents*** *(Course Attendance & Examination Form; Seminars form; Verbale di Valutazione Finale) must be uploaded as a PDF file at the link which will be indicated by email by the Doctoral Academic Office*