

First doctoral presentation – presentation of the topic of doctoral dissertation: *guidelines*

In accordance with the Article 43 of the *Rules on organization and implementation of the interdisciplinary doctoral study program Humanities and Social sciences* a doctoral student needs to present a topic of a doctoral dissertation at the first doctoral presentation to the members of the *Committee for monitoring the progress of a doctoral student* and to a member of the *Commission for doctoral studies* (or vice-dean) who leads the presentation. All members of the committee need to attend the presentation. If a member of the committee is from abroad, a videoconference can be organised.

Each member of the *Committee for monitoring the progress of a doctoral student* must prepare a written opinion on the disposition. The opinion should be at least 300 words long. Each member must submit his or her written opinion to the Student Affairs Office at least 3 working days before the first doctoral presentation. Written opinions are given to the doctoral student at the presentation.

Purpose:

Assessment of the appropriateness of a proposed disposition of a doctoral dissertation.

Implementation:

A doctoral candidate has up to 20 minutes for the presentation of a doctoral disposition, using various multimedia techniques.

Members of the *Committee for monitoring the progress of a doctoral student* may pose the candidate constructive questions/comments, especially on the appropriateness of the proposed title and the field of the dissertation with the intended content, the proposed topic of the doctoral dissertation and its scientific relevance, the planned research methods and their feasibility, and the chosen literature as well as expectations to provide an original contribution to the scientific field. The members of the *Committee for monitoring the progress of a doctoral student* provide the candidate with eventual suggestions for improvement of the disposition.

The members of the *Committee for monitoring the progress of a doctoral student* shall comment on a possible request to write a dissertation in the form of original scientific articles (should it be approved or not) and indicate the potential need of the consent by the Commission for Ethics

in the Research Area. The members also assess the adequacy of the research plan for the management of research data.

If time allows, the audience (other students as well as the pedagogical and scientific staff of the faculty) is invited to pose questions to the candidate.

The presentation lasts up to 90 minutes. It is led by a member of the *Commission for doctoral studies* or the vice-dean. The members of the Committee as well as all present doctoral candidates need to sign the attendance list.

Procedure after the presentation:

After the presentation, the members of the Committee assess whether the disposition is appropriate for further consideration. If the Committee provides the candidate with suggestions for improvement of the disposition, it sets a deadline for correction which may not be longer than 6 months. The Committee only makes suggestions for improvement once. The first doctoral presentation can be repeated at the request of the Committee, which is recorded in the record of the presentation.

On the basis of the (revised) disposition, the members of the Committee write a joint report on assessment of the suitability of the proposed doctoral disposition. The Committee is obliged to prepare a report within two months after the appointment, whereby this time limit is extended for the time determined for a possible correction at the first doctoral presentation. The Committee president's task is to coordinate the work of the Committee in order to write the final report on the assessment and to obtain all signatures of the members of Committee. The mentor and potential co-mentor do not assess the disposition. If the Committee cannot sign a joint assessment, the Committee member who does not agree with the assessment must submit a separate assessment of the suitability of the submitted doctoral dissertation disposition. In the case that a member of the Committee is a foreigner who does not understand the Slovenian language, the report is submitted in both Slovenian and English language.

Under the authorization of the Senate, the Committee's report is dealt with by the *Commission for Doctoral Studies*. If the Commission confirms the positive report, it sends a proposal for the confirmation of the topic of the doctoral dissertation together with the requested documents to the Commission for Doctoral Study of the University of Ljubljana.