

## FORMAL REQUIREMENTS AND ADMINISTRATION OF DOCTORAL STUDIES

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PhD programme: **Anthropology (Anthropologie)**

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### General outline:

- **Semesters 1-4 (first 2 years of study)** - students work on their research project + fulfil other requirements (theoretical courses, “short” thesis, teaching assistance)
- **Semesters 5 – 8** – main focus on research (work on doctoral project and thesis, publications, presentations at conferences, etc.)

**General requirements for all students in the programme (please see detailed requirements for the Individual Study Plan in the detailed table below).**

**Mandatory courses:** *checked by Dean’s Office*

<b>XD100</b>	<b>Ph.D. thesis / Příprava dizertační práce</b>	<i>Enrolled every semester during entire studies, recommended 25 ECTS for semesters 1-4, 30 ECTS for semesters 5-8, 20 ECTS for semesters 9 +</i>
<b>Bi1419</b>	<b>Doctoral Seminar V / Doktorandský seminář V</b>	<i>Enrolled in semesters 1 – 8, optional afterwards</i>
<b>XD102</b>	<b>Teaching Assistance / Pomoc při výuce</b>	<i>Maximum 100 hours in total throughout the studies</i>
<b>XD106</b>	<b>Lecture in the foreign language / Odborná přednáška v cizím jazyce</b>	<i>Minimum once during studies (recommended 0 ECTS)</i>
	<b>Placement Abroad / Zahraniční pracovní pobyt</b>	<i>Minimum 1 month stay, min. once during studies (usually 5 ECTS/month), requirement given by law</i> Instructions for recognition of Placement Abroad: <a href="https://www.sci.muni.cz/en/students/go-abroad/recognition-of-stay-abroad">https://www.sci.muni.cz/en/students/go-abroad/recognition-of-stay-abroad</a> (the recognition is done via IS application Internship and Stays, by creating record of the stay and request for recognition; the course is then registered by Dean’s Office)

**Theoretical courses and all other requirements:** *checked by the Head of Doctoral Board*

- **minimum 4 courses during semesters 1-4 (before theoretical doctoral exam, SDE\*)**

### **(\*) Requirements for theoretical SDE:**

Theoretical preparation for SDE before the thesis defence. The Doctoral Board will check the following aspects:

- 1/ proficiency in the **fundamentals of the broader scientific discipline**, i.e. knowledge in the field of anthropology as taught at the home institution (20% weight),
- 2/ profound **understanding to the selected scientific specialization** (30% weight)
- 3/ **detailed knowledge within the topic(s) of the doctoral research project** including a larger context (50% weight).

Elements of the ISP		Milestones and their check			
		<b>Enrolment to studies (Before semester 1)</b>	<b>End of Semester 4</b>	<b>End of Semester 8</b>	<b>End of Semester 8 and beyond (Theoretical State Doctoral Exam, SDE *, Preparation for PhD defence)</b>
(A) research and development activities (ca. 70% of workload)	<b>1. Research, dissertation project</b> , literature survey of the actual state of the topic, planning and the scientific activities itself (50%).	Define framework topic of your PhD project with your supervisor for enrolment.  XD100 for each semester (25 ECTS for semesters 1-4, 30 ECTS for semesters 5-8, 20 ECTS for semesters 9+)	Prepare “short thesis” (20-30 pages) with literature review (text may be used subsequently as introductory chapters to the final PhD thesis), state of the PhD project, results so far. The “short” thesis is made available to the board members and a selected reviewer		Submit PhD thesis according to instructions of Doctoral Board, format according to SCI MUNI requirements
	<b>2. Publications</b> (thesis ought to be based on 3 papers demonstrating quality and independence of the student (15%)	No formal check needed	Prepare a list of published, submitted and “in progress” manuscripts	Prepare a list of published, submitted and “in progress” manuscripts if not included in documents for “short” thesis	Three papers - <u>minimum</u> criteria: Two student’s first-authored papers published in peer-reviewed journals, at least one of them in an IF-scored journal, and another peer-reviewed published paper, where the student is at least referred as a co-author.

	3. <b>Presentation</b> of results on scientific seminars, symposia, conferences etc., including preparation of talks and/or poster presentations (5%)	No formal check needed	No formal check needed	Submit a list of oral presentations featuring abstracts to the Doctoral Board if not included in documents for the “short” thesis	At minimum one documented oral presentation in English
(B) Specialized courses and theoretical preparation (20%)	4. <b>Theoretical courses</b> , preparation to the state doctoral exam – SDE (15%)	Identify student’s gaps in knowledge and areas that should be learned and developed for SDE. Plan corresponding courses, trainings for the first two years. Consider courses at MU or outside. Minimum 4 credited courses are required. Selection may be changed/updated for each semester	No formal check needed	Successfully pass at minimum 4 credited theoretical courses	Not relevant anymore, all requirements fulfilled prior to this step.
	5. <b>Doctoral seminars</b> (5%)	Enroll Bi1419 (mandatory for 8 semesters, optional afterwards)	No formal check needed	No formal check needed	Credits for Bi1419 for 8 semesters.  Semesters when student is at international stay abroad are excluded.
(C) International experience and competitiveness	6. <b>Further improving of English competences</b> (attending courses, seminars, conferences, writing publications, all in English).	No formal check needed	No formal check needed	No formal check needed	No formal check needed

	<b>7. Stay or internship abroad</b> - mandatory participation in international cooperation.	No formal check needed	No formal check needed	No formal check needed	The minimum of 1 month abroad. The stay activities must be in relation to the doctoral research project
(D) Pedagogical competences	<b>8. Teaching assistance</b> - classrooms, exercises, advising undergrad students and comparable.	100 hours in total throughout the studies	No formal check needed		Not relevant anymore, all requirements fulfilled prior to this step
(E) Other transferrable skills.	<b>9. Career development</b> - preparation and management of projects, scientific writing, communication, other soft-skills.	No formal check needed	No formal check needed	No formal check needed	No formal check needed

<b>Recommended theoretical courses</b>
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Bi3307 Digital imaging data acquisition and processing in anthropology Bi3434 Research data processing Bi8600 Multivariate Methods Bi7560 Introduction to R Bi7527 Data analysis in R Bi8601 Advanced statistical methods Bi7490 Advanced nonparametric methods CJBC800 Academic Writing Bi8773 Practical training in shape analysis
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