|  |  |  |  |
| --- | --- | --- | --- |
|  | Date of receipt | Reg. No (Dnr)       | En 5:2 |
|

# Individual study plan (ISP) for PhD studies

**PART A**

[ ]  **Informatics** [ ]  **Health Science**

1. PhD student

**ISP no. 1**

|  |
| --- |
| Personal identity number (yymmdd-xxxx)      |
| First name      | Surname      |
| School (’institution’)      | Office (’avdelning’), Research group and, where applicable, Research school      |
| **Informatics**: Follows the General syllabus for third-cycle studies that applies[ ]  from 2023-12-18 [ ]  2023-03-20 – 2023-12-17 [ ]  2019-11-04 – 2023-03-19 [ ]  2017-06-12 – 2019-11-03 [ ]  2016-06-13 – 2017-06-11[ ]  2013-05-06 – 2016-06-12 |
| **Health Science**: Follows the General syllabus for third-cycle studies that applies[ ]  from 2023-03-29 |

1. Title of qualification in the subject Informatics in the area of Informatics

|  |  |
| --- | --- |
| Doctoral degree[ ]  Doctor of Philosophy (’Filosofie doktorsexamen’)[ ]  Doctor of Philosophy (‘Teknologie doktorsexamen’) | Licentiate degree[ ]  Licentiate of Philosophy (‘Filosofie licentiatexamen’)[ ]  Licentiate of Philosophy (‘Teknologie licentiatexamen’) |
| Justification for the choice of title (based on criteria specified in the general syllabus)      |

1. Title of qualification in the subject Health science in the area of Health in the digital society

|  |  |
| --- | --- |
| Doctoral degree[ ]  Doctor of Philosophy | Licentiate degree[ ]  Licentiate of Philosophy |

1. Transfer of credits from studies or other merits (equivalent skills/prior learning) acquired prior to admission to PhD studies at the University of Skövde

|  |
| --- |
| Course credits to be validated. Specify title, number of credits, university, year, level of education (bachelor, master or PhD level)1      |
| Only where applicable: The course or other merits corresponds to the following **mandatory** course organized within the PhD studies in the above-mentioned subject at the University of Skövde      |
| Dissertation work that is credited (description of elements, number of credits)1      |
| Total number of credits to be transferred      |

1 Applications for crediting of previous studies or other merits (equivalent skills/prior learning) are made on form 5:11. Decisions are made by the Dean in consultation with the Director of PhD studies.

1. Time and funding plan for the entire programme length2

|  |  |  |
| --- | --- | --- |
| Start date for studies according to admission certificate      | Planned average activity/ study rate (% of full time)      | Preliminary timing for licentiate seminar/defence of doctoral thesis      |
| Funding of the PhD studies (type of financial support and source of funding)**3**      |

**2** Consideration has been given to any courses and thesis work carried out before admission to PhD studies at the University of Skövde and which have been credited to the education. Crediting of previous doctoral studies normally means that the programme length is shortened by the time corresponding to the extent of the credited studies (1.5 ECTS corresponds to 40 hours, i.e. 1 week of full-time work; 7.5 ECTS shortens the programme length by 5 weeks; 15 ECTS by 10 weeks, etc.). If there is a need to revise point 5 at a later date, this must be done on a separate appendix to Part B.

**3** Planned funding, provided that the PhD studies are carried out according to this study plan.

1. Overall planning for the entire period of PhD studies

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Period (from – to) | Activities (courses and other research activities) | Funding of the PhD studies (type of financial support and source of funding) | Study activity (% of full-time studies) | Other parallel activity (if study activity is lower than 100% of full-time studies) |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |

1. Planning for the first study period

|  |  |  |
| --- | --- | --- |
| from – to      | Planned research activities      | Responsible supervisor       |
| from – to      | Planned courses      |
| from – to      | Planned departmental duties (or equivalent)      |
| Planned mandatory seminars and reports[ ]  Planning seminar – research proposal[ ]  Half-time seminar – thesis proposal[ ]  Final seminar – thesis manuscript |
| If planned[ ]  Licentiate seminar – licentiate thesis |

1. Distribution of supervisor time (% planned duty time)

|  |  |
| --- | --- |
| Main supervisor      |       |
| Assistant supervisor 1      |       |
| Assistant supervisor 2      |       |
| Assistant supervisor 3      |       |

1. Additional information

|  |
| --- |
| Comments (if any)       |

1. Preparation and consultation of this ISP

|  |
| --- |
| The following persons have taken an active part in the preparation and consultation of this ISP |
| Date      | **PhD student**, signature |  Email address      |
| Date      | **Main supervisor**, signature |  Email address      |
| Date      | **Director of PhD studies**, signature |  Email address      |

 Continued on the next page

1. Formal decision of the Dean

|  |
| --- |
| This individual study plan is hereby established |
| Date of decision      | Signature |
| Name in block letters      |

**How to fill in this form**

The individual study plan (ISP) is for the planning, structuring and follow-up of the PhD studies and is drawn up together by the main supervisor, PhD student and relevant Director of PhD studies. (Assistant supervisors should also be involved in previous discussions). PhD student, main supervisor and relevant Director of PhD studies must meet at least once a year for follow-up of completed work and planning of further work (follow-up and revision of the latest ISP).

The individual studie plan (ISP) consists of:

 **Part A** is filled in when the first ISP is established. It contains an overall plan for the entire programme length of the doctoral studies and a plan for the coming period (max. 1 year).

 **Part B** The ISP is revised at least once a year. For each revision, part B is used, which is numbered in consecutive number order (ISP no. 2, ISP no. 3, etc.).

 **Templates for achieved learning objectives** (Appendix 1 for Degree of Doctor; Appendix 2 for Degree of Licentiate)

A cumulative list of achieved national learning objectives for doctoral studies throughout the programme length.

|  |
| --- |
| Hantering av blanketten:**Registrator** expedierar (mailar) beslutet till följande:* Doktorand
* Handledaren som deltagit i beredning och samråd
* Studierektor för utbildning på forskarnivå (berört ämne)
* phdstudies@his.se

**ATTENTION! The supervisor who participated in preparation and consultation,** forwards the decision to the rest of the supervisor group! |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Date of receipt | Reg. No (Dnr)       | En 5:2 |
|

# Individual study plan (ISP) for PhD studies

**PART B**

[ ]  **Informatics** [ ]  **Health Science**

1. PhD student

**ISP no:**

|  |
| --- |
| Personal identity number (yymmdd-xxxx)      |
| First name      | Surname      |
| School (‘institution’)      | Office (‘avdelning’), Research group and, where applicable, Research school      |
| **Informatics**: Follows the General syllabus for third-cycle studies that applies[ ]  from 2023-12-18 [ ]  2023-03-20 – 2023-12-17 [ ]  2019-11-04 – 2023-03-19 [ ]  2017-06-12 – 2019-11-03 [ ]  2016-06-13 – 2017-06-11[ ]  2013-05-06 – 2016-06-12 |
| **Health Science**: Follows the General syllabus for third-cycle studies that applies[ ]  from 2023-03-29 |

1. Title of qualification in the subject Informatics in the area of Informatics

|  |  |
| --- | --- |
| Doctoral degree[ ]  Doctor of Philosophy (’Filosofie doktorsexamen’)[ ]  Doctor of Philosophy (‘Teknologie doktorsexamen’) | Licentiate degree[ ]  Licentiate of Philosophy (‘Filosofie licentiatexamen’)[ ]  Licentiate of Philosophy (‘Teknologie licentiatexamen’) |
| Justification for any changed choice of title (based on criteria specified in the general syllabus)      |

1. Title of qualification in the subject Health science in the area of Health in the digital society

|  |  |
| --- | --- |
| Doctoral degree[ ]  Doctor of Philosophy | Licentiate degree[ ]  Licentiate of Philosophy |

1. Follow up1

|  |  |
| --- | --- |
| Refers to period (from – to)      | Refers to ISP number      |
| Does the preliminary date of the licentiate seminar or the public defence still agree with the previous ISP?[ ]  Yes [ ]  No | If “No”, describe the changes       |
| Does the funding follow the previous ISP?[ ]  Yes [ ]  No | If “No”, describe the changes (new type of funding, e.g. new type of employment, or new source of financing)      |
| Have all planned research activities and supervision on the whole been accomplished according to the previous ISP?[ ]  Yes [ ]  No | If “No”, what needs to be changed in order for the PhD studies to be conducted in an effective way?      |
| Has the PhD student completed and passed the planned courses or equivalent?[ ]  Yes [ ]  No | If “No”, what needs to be changed in order for the PhD studies to be conducted in an effective way?      |
| Have all “departmental services” on the whole been accomplished according to the previous ISP? [ ]  Yes [ ]  No | If “No”, describe the changes      |

1 ”**Yes**” is marked if the previous plan was largely followed. ”**No**” is marked if there is a significant deviation.

1. Progression2

|  |  |
| --- | --- |
| Overall, how does the PhD student comply with the overall planning of the PhD studies? The PhD student is[ ]  ahead of [ ]  in line with [ ]  after  | If “after”, describe the reason      |
| Accomplished mandatory research seminars and reports[ ]  Planning seminar completed – Research proposal submitted and passed [ ]  Half-time seminar completed – Thesis proposal submitted and passed[ ]  Final seminar completed – Thesis manuscript submitted and passed |
| If accomplished[ ]  Licentiate seminar completed – licentiate thesis submitted and passed |
| Comments (if any)      |

2 Compared to the overall planning in ISP 1, Part A.

1. Remedial measures

|  |  |
| --- | --- |
| If the PhD student is lagging behind in terms of point 4 and 5, should remedial measures be undertaken?[ ]  Yes [ ]  No | Describe the commitment and time frame of the PhD student and the supervisors/ school, if necessary      |

1. Planning for the coming period

|  |  |  |
| --- | --- | --- |
| from – to      | Planned research activities      | Responsible supervisor       |
| from – to      | Planned courses      |
| from – to      | Planned departmental duties (or equivalent)      |
| Planned mandatory seminars and reports[ ]  Planning seminar – research proposal[ ]  Half-time seminar – thesis proposal[ ]  Final seminar – thesis manuscript |
| If planned[ ]  Licentiate seminar – licentiate thesis |

1. Distribution of supervisor time (% planned duty time)

|  |  |
| --- | --- |
| Main supervisor      |       |
| Assistant supervisor 1      |       |
| Assistant supervisor 2      |       |
| Assistant supervisor 3      |       |

1. Mandatory attachments

|  |
| --- |
| [ ]  Excerpts from Ladok covering all PhD courses approved up to and including follow-up date [ ]  List of all publications up to follow-up date (arranged in journal and conference/workshop proceedings as well as in published, accepted and submitted articles)[ ]  List of all conference and workshop presentations up to and including follow-up dates (arranged into invited presentations, oral presentations and poster presentations)[ ]  Template for achieved learning objectives for doctoral and licentiate degrees (available as an appendix to this document)[ ]  Protocols from completed and passed mandatory research seminars (planning, half-time and final seminar)[ ]  Only PhD students within research schools: List of completed mandatory parts. |
| Other attachments, e.g. publication strategy      |

1. Additional information

|  |
| --- |
| Comments (if any)      |

1. Preparation and consultation of this ISP

|  |
| --- |
| The following persons have taken an active part in the preparation and consultation of this ISP |
| Date      | **PhD student**, signature |  Email address      |
| Date      | **Main supervisor**, signature |  Email address      |
| Date      | **Director of PhD studies**, signature |  Email address      |

 Continued on the next page

1. Formal decision of the Dean

|  |
| --- |
| This individual study plan is hereby established |
| Date of decision      | Signature |
| Name in block letters      |

**How to fill in this form**

The individual study plan (ISP) is for the planning, structuring and follow-up of the PhD studies and is drawn up together by the main supervisor, PhD student and relevant Director of PhD studies. (Assistant supervisors should also be involved in previous discussions). PhD student, main supervisor and relevant Director of PhD studies must meet at least once a year for follow-up of completed work and planning of further work (follow-up and revision of the latest ISP).

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 **Part B** The ISP is revised at least once a year. For each revision, part B is used, which is numbered in consecutive number order (ISP no. 2, ISP no. 3, etc.).

 **Templates for achieved learning objectives** (Appendix 1 for Degree of Doctor; Appendix 2 for Degree of Licentiate)

A cumulative list of achieved national learning objectives for doctoral studies throughout the programme length.

|  |
| --- |
| Hantering av blanketten:**Registrator** expedierar (mailar) beslutet till följande:* Doktorand
* Handledaren som deltagit i beredning och samråd
* Studierektor för utbildning på forskarnivå (berört ämne)
* phdstudies@his.se

**ATTENTION! The supervisor who participated in preparation and consultation,** forwards the decision to the rest of the supervisor group! |

**Appendix 1**

**Doctoral Degree**

**Template of General qualifications (national learning objectives)**

**according to the Higher Education Ordinance (1993:100)/ Annex 2**

1. **Knowledge and understanding**

|  |
| --- |
| For the Degree of Doctor the third-cycle student shall |

|  |  |
| --- | --- |
| demonstrate broad knowledge and systematic understanding of the research field as well as  | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |
| advanced and up-to-date specialised knowledge in a limited area of this field, and | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate familiarity with research methodology in general and | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |
| the methods of the specific field of research in particular.  | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

1. **Competence and skills**

|  |
| --- |
| For the Degree of Doctor the third-cycle student shall |

|  |  |
| --- | --- |
| demonstrate the capacity for scholarly analysis and synthesis as well as | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |
| to review and assess new and complex phenomena, issues and situations autonomously and critically, | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate the ability to identify and formulate issues with scholarly precision critically, autonomously and creatively, and | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |
| to plan and use appropriate methods to undertake research and other qualified tasks within predetermined time frames and to review and evaluate such work, | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate through a dissertation the ability to make a significant contribution to the formation of knowledge through his or her own research, | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate the ability in both national and international contexts to present and discuss research and research findings authoritatively in speech and writing and in dialogue with the academic community and society in general, | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate the ability to identify the need for further knowledge and | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate the capacity to contribute to social development and support the learning of others both through research and education and in some other qualified professional capacity. | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

1. **Judgement and approach**

|  |
| --- |
| For the Degree of Doctor the third-cycle student shall |

|  |  |
| --- | --- |
| demonstrate intellectual autonomy and disciplinary rectitude as well as | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |
| the ability to make assessments of research ethics, and | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate specialised insight into the possibilities and limitations of research, its role in society and the responsibility of the individual for how it is used. | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

**Appendix 2**

**Licentiate Degree**

**Template of General qualifications (national learning objectives)**

**according to the Higher Education Ordinance (1993:100)/ Annex 2**

1. **Knowledge and understanding**

|  |
| --- |
| For a Degree of Licentiate the third-cycle student shall |

|  |  |
| --- | --- |
| demonstrate knowledge and understanding in the field of research including current specialist knowledge in a limited area of this field as well as | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |
| specialised knowledge of research methodology in general and the methods of the specific field of research in particular. | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

1. **Competence and skills**

|  |
| --- |
| For a Degree of Licentiate the third-cycle student shall |

|  |  |
| --- | --- |
| demonstrate the ability to identify and formulate issues with scholarly precision critically, autonomously and creatively, and to plan and use appropriate methods to undertake a limited piece of research and other qualified tasks within predetermined time frames in order to contribute to the formation of knowledge as well as to evaluate this work, | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate the ability in both national and international contexts to present and discuss research and research findings in speech and writing and in dialogue with the academic community and society in general, and | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate the skills required to participate autonomously in research and development work and to work autonomously in some other qualified capacity. | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

1. **Judgement and approach**

|  |
| --- |
| For a Degree of Licentiate the third-cycle student shall |

|  |  |
| --- | --- |
| demonstrate the ability to make assessments of ethical aspects of his or her own research, | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate insight into the possibilities and limitations of research, its role in society and the responsibility of the individual for how it is used, and | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |

|  |  |
| --- | --- |
| demonstrate the ability to identify the personal need for further knowledge and take responsibility for his or her ongoing learning. | [ ]  Started[ ]  Partially achieved[ ]  Achieved |
| Moments and explanatory sentences      |