

Ph.D. Medical Research – International Health

## Ph.D. Project Research Progress Report

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Period covered by this report (months and year)

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Name of Ph.D. Candidate

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Local Supervisor (Title, Name and Institution)

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1<sup>st</sup> Habilitated LMU Supervisor (Title, Name and Institution)

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2<sup>nd</sup> Habilitated LMU Supervisor (Title, Name and Institution)

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3<sup>rd</sup> LMU Supervisor (Title, Name and Institution, if applicable)

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Title of the Ph.D. thesis

Each Ph.D. student is expected to submit Research Progress Reports (RPRs) on a bimonthly basis to all official supervisors and the Ph.D. Program Coordination. The RPRs are intended to serve as updates on the progress of the Ph.D. project as well as an interim evaluation on the respective period compared to your target agreement. Therefore, the following questions should be answered:

- What has been defined as target for the respective period in your target agreement? Has this target been reached? How was it reached?
- If the target was not met, why was it not met? What was the reason? Is there an alternative plan?
- Which activities have been carried out? Are there any changes to your planned project schedule?

Please be as brief and concise as possible in your statements.

Research Progress Reports:

- Please always use this template for your progress report.
- Timely submission of the individual reports are obligatory to receiving the respective ECTS credits.
- When submitting your report, please name your PDF file as suggested:  
*YourLastName\_ RPR\_monthsYearOfReport*
- Please submit your RPRs first to all your supervisors for feedback. Upon their agreement, please submit your RPR to [cih.phd-documents@lrz.uni-muenchen.de](mailto:cih.phd-documents@lrz.uni-muenchen.de)  
**!!! Please note**, only reports that we receive via this email will be regarded as officially handed in.

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Period covered by this report (months and year)

Please copy the project target (activity and/or expected outcome) for the reporting period from your Target Agreement (page 3 onwards) and paste it here:

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Targets (Activity and/or expected outcome) - Please use one separate line per target.

### Activities, procedures and results of your research project

Please try to maintain a chronological order of events as much as appropriate.

Please also include general formalities such as e.g. submissions to ethics boards.

### Project evaluation

Please discuss if and how well you have reached your project targets for this period.

If you have not reached your targets, please explain why they were not reached.

## Communication

Please summarize important communications with your supervisors within the reporting period (e.g. telephone/email discussion with supervisor XYZ on the extension of sample size etc.)

## Problems & Changes

Are there particular problems of any kind that you have been facing during the reporting period? Are there substantial changes to your original project plans and to your Target Agreement? If yes, please explain why and what these changes are. Remember to submit a revised Project Proposal to CIH<sup>LMU</sup> if you have substantial changes to your project.

**Meetings attended during the reporting period**

Please outline with whom, where and when you met during the reporting period. Please briefly state the purpose of each meeting.

**Courses, workshops and conferences attended during the reporting period**

Please state which courses/workshops/conferences you attended where and when during the reporting period. Please briefly state the purpose of the course/workshop/conference attended.

### Additional qualifications and personal career goals

Please outline if you were able to fulfill your plans and activities stated in your initial Target Agreement concerning your personal career (beyond your Ph.D. studies, education, work activity, networking). Did you acquire any additional qualifications outside of the regular curriculum that are necessary for the completion of your Ph.D. project?