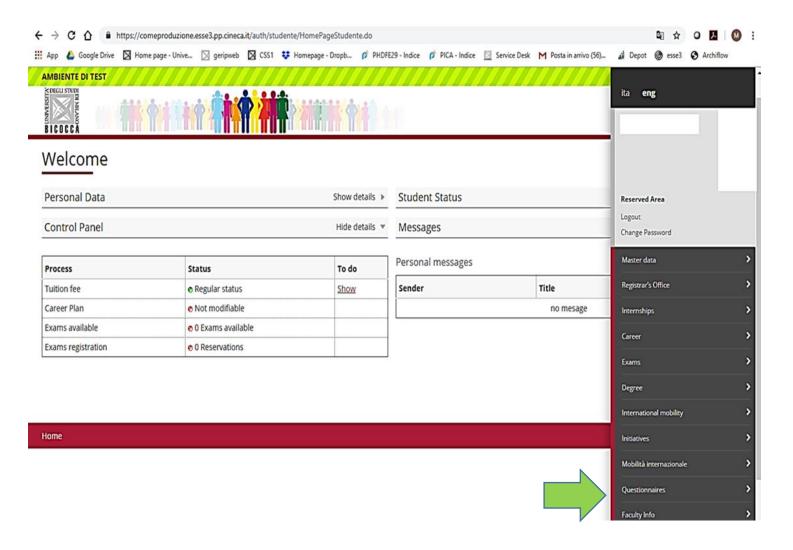
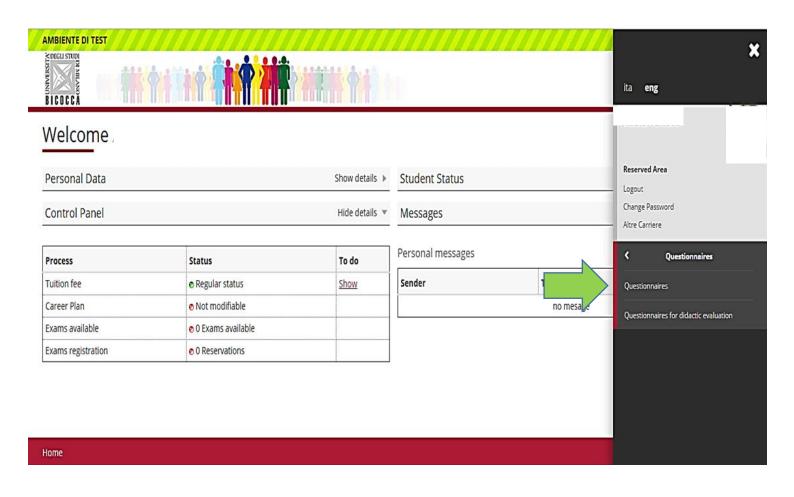
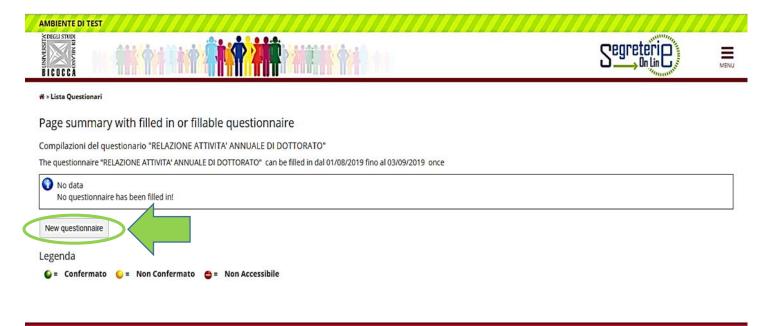
## Compilation instructions for PhD annual activity report

To complete the PhD annual activity report, access the QUESTIONNAIRES section from your personal page of the Segreterie On-Line.







Home

In the Questionnaire there are different sections, each one dedicated to a type of activity. In order to open the corresponding section, flag in advance the activities that you want to declare.

If you forget to flag an activity and you want to fill in the corresponding section you can correct the data by going back to this page with the back button.





Interdisciplinary courses and publications must not be included. They will be extracted directly from the databases.

Remember to update BOA/IRIS regularly with new publications.

"Attended lessons" means attendance at courses organized and/or suggested by your doctoral program.



Flag "Participation in research projects at UniMiB" only if you are part of a specific finalized research group (e.g. PRIN)

At the end of the compilation, check the completeness of your answers and if necessary modify them.

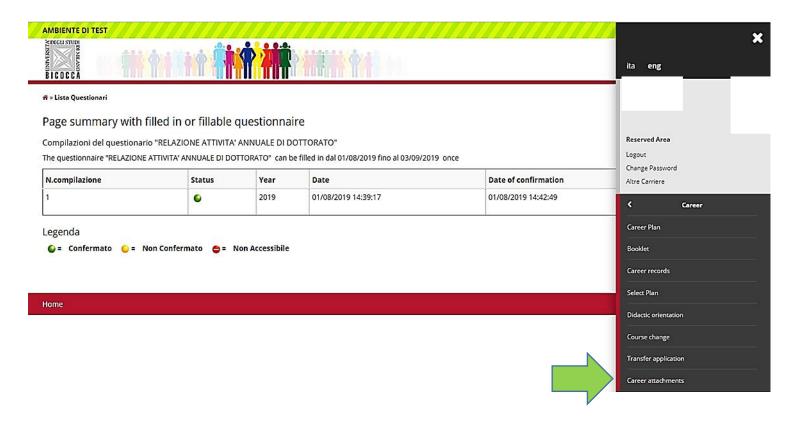
Then CONFIRM the questionnaire. After the confirmation, the questionnaire is saved and can't be changed.



After completing the questionnaire you have to attach the progress report of the thesis (file pdf max. 3 folders 5400 characters). This document is mandatory from the second year of studies onwards.

Phd students of the first year must check with their tutor/coordinator whether the report is required or not.

From your personal page go to the section CAREER/Career attachments



The name of the file to be uploaded must be: surname\_report2024 (e.g. Bianchi\_report2024).

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Attachment type	Description	Nome file	Actions	1 Information
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Attachment\* Scegli file Nessun file selezionato Back Forward