**Template for Formal Doctoral Progress Report**

The following is the minimum content required in the formal Doctoral Progress Report to be submitted to the MTU – Cork School of Graduate Studies on completion of a candidate’s probationary period. The Graduate Supervisory Panel must submit a report on the probationary student’s work to date, together with details of any significant changes being proposed to the research programme together with the Head of Department’s recommendation using the standard templates. The formal registration of the candidate of the MTU - Cork Doctoral Register requires a review of progress to date and changes proposed to the research programme by an independent external expert in the discipline area concerned.

**PhD Research Plan**

1. **Abstract (250 words)**

Summarise the objectives, the main expected originality and the research methodology to be used. In particular, highlight any changes proposed since the original proposal was approved.

1. **Research Context and Contribution to the Research Field**

Describe the broad context of the research and the overall contribution which will be made to the general field of research.

1. **Objectives**

Summarise the key objectives of the research.

1. **Review of the state of the art/current literature/current practice in the field of research**

Extensive review of the state of the art/current literature/current practice in the topic of the proposed research with references to the scholarly literature as appropriate.

1. **Research Completed to Date**

Minimum 3000 word section on the research carried out to date

* + 1. Methodology used
    2. Work carried out including any alterations to the original work plan
    3. Results obtained and their contribution to the field of research
    4. Details of any publications/exhibitions to date

1. **Work Plan**

Present the overall research work plan, outlining the main research tasks and timing. Include a Gantt chart. The chart should clearly indicate work that has been completed to date.

1. **Ethical issues**

If the proposed research directly involves human or live animal subjects, discuss the ethical issues involved and the actions that will be taken to ensure compliance with CIT ethics guidelines and with the CIT Child Protection Policy (if children are involved).