|  |  |  |
| --- | --- | --- |
| **1.1 Candidate Details** | | |
| Name: |  | Click here to enter Student Name. |
| Student Number: |  | Click here to enter Student Number. |
|  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1.2 Program Details** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Choose one box from each section: | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Full Time** | **Part Time** | |  | | | **PhD** | | **MPhil** | |  | **Remote** | | | | **On Campus** | | |  | | **Domestic** | | | | | **International** | |
|  |  | |  | | |  | |  | |  |  | | | |  | | |  | |  | | | | |  | |
|  |  | |  | | |  |  | | | |  |  | | | |  | | | | | |  |  | | |  |
| **1.3 Progress Review 2 Details** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Thesis Title: | | | | Click here to enter your current/updated **thesis title** | | | | | | | | | | | | | | | | | | | | | | |
| Progress Review Date: | | | | Enter Date | | | | | | | Time: | | | | | | | Click to enter time | | | | | | | | |
| Room: | | | | Click to enter room | | | | | | |  | | |  | | | |  | | |  | | | | | |
| Zoom | | | | Click to enter zoom link | | | | | | |  | | |  | | | |  | | |  | | | | | |
|  | | | |  |  | | | |  | | | |  | | | |  | |  | | | | |  | | | |
| **1.4 Progress Review Panel and Advisor Details** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Principal Advisor/s: | |  | Click here to enter Principal Advisor name and **email address** | | | | | | | | | | | | | | | | | | | | | | | |
| Associate Advisor/s: | |  | Click here to enter Associate Advisor/s name and **email address**. Add extra line if required | | | | | | | | | | | | | | | | | | | | | | | |
| Reviewer: | |  | Click here to enter Reviewer name and **email address** | | | | | | | | | | | | | | | | | | | | | | | |
| Reviewer: | |  | Click here to enter Second Reviewer name and **email** **address** | | | | | | | | | | | | | | | | | | | | | | | |
| Chair: | |  | Click here to enter Chair name and **email address** | | | | | | | | | | | | | | | | | | | | | | | |
|  | |  |  | | | | | | | | | | | | | | | | | | | | | | | |
| **1.5 Broad outline of project (including background, aims, research questions)** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please provide a brief summary of what your project is | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Click here to enter broad outline of project. | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | |  |  | | | | | | | | | | | | | | | | | | | | | | | |
| **1.6 Project Progress (max 200 words)** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please provide a brief summary (no more than 200 words) of your progress since your Confirmation of Candidature | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Click here to enter Project Progress (max 200 words). | | | | | | | | | | | | | | | | | | | | | | | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **2.1 Publications** | | | | |
| List any Scholarly publications you have co/authored since the start of your Candidature. | | | | |
| **Add extra rows as required** | | | | |
| **Title** |  | **Journal/Conference/Book** |  | **Date** |
| Click here to enter title. |  | Click here to enter journal/conference/book. |  | Click here to enter a date. |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2.2 Presentation/Conferences** | | | | | | |
| List any presentations and/or conferences you have attended and/or presented at | | | | | | |
| **Add extra rows as required** | | | | | | |
| **Event** |  | **Date** |  | **Title of Presentation**  *(if applicable)* |  | **Funding Source** |
| Click here to enter event title. |  | Click here to enter a date. |  | Click here to enter title of presentation *(if applicable)*. |  | Choose a Funding Source type |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2.3 Portfolio of Activity** | | | | | | |
| List any professional development you have undertaken such as seminars, workshops, \*CDF, courses, training, School activities etc)  \**CDF – Career Development Framework offered by the UQ Graduate School. Refer to* [*this guide*](https://cdf.graduate-school.uq.edu.au/files/2921/How%20to%20view%20your%20event%20attendance%20in%20StudentHub.docx) *on how to download a list of CDF sessions you have attended* | | | | | | |
| **Add extra rows as required** | | | | | | |
| **Event** |  | **Date** |  | **Organiser** |  | **Funding Source**  *(if applicable)* |
| Click here to enter event. |  | Click here to enter a date. |  | Click here to enter organiser |  | Choose a Funding Source type. |

|  |
| --- |
| **2.4 Challenges (max 200 words)** |
| Comment on any of the challenges that is impacting on your research |
| Click here to enter challenges. (If you require over 200 word, please contact the Post Graduate Coordinator) |

|  |
| --- |
| **2.5 OHS Issues** |
| Comment on any OHS issues that could potentially affect you or your participants |
| Click here to enter OHS issues that could potentially affect you or your participants. |

|  |  |  |  |
| --- | --- | --- | --- |
| **3.1 Budget** | | | |
| Please enter your planned costs. | | | |
| **Add extra rows as required** | | | |
| **Description** | **Justification** | | **Cost** |
| Choose an item. | Click here to enter justification. | | Click here to enter cost. |
| Choose an item. | Click here to enter justification. | | Click here to enter cost. |
| Choose an item. | Click here to enter justification. | | Click here to enter cost |
| Choose an item. | Click here to enter justification. | | Click here to enter cost. |
| Choose an item. | Click here to enter justification. | | Click here to enter cost. |
|  | Total | | Click here to enter total cost |
|  |  | |  |
| **3.2 Other funding** | | | |
| Please enter your planned costs and identify funding type (self, external etc) | | | |
| **Add extra rows as required** | | | |
| **Type** | **Description** | **Justification** | **Cost** |
| Other | Click here to enter description. | Click here to enter justification. | Click here to enter cost. |
|  |  | Total | Click here to enter total cost |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **3.3 Progress Review 2 Work plan** | | | | |
| At Progress Review 2 Stage, you are required to demonstrate that your project is on track for completion and within the required duration and your research & professional skills are developing appropriately. The Workplan is a shared resource between you and your Supervisor to track your progression. Your Workplan will be a key component of assessment for Progress Review 2. | | | | |
| **Writing** | **Proposed deadline** | **Current draft status** | **Work to be completed** | **Supervisor comments** |
| **Abstract** | Click here to enter a date. | Choose from list. | Click here to enter work to be completed. | Supervisor to add feedback to progress of abstract |
| **Introduction** | Click here to enter a date. | Choose from list. | Click here to enter work to be completed. | Supervisor to add feedback to progress of introduction |
| **Literature Review** | Click here to enter a date. | Choose from list. | Click here to enter work to be completed. | Supervisor to add feedback on progress of Lit Review |
| **Theoretical and conceputal framework** | Click here to enter a date. | Choose from list. | Click here to enter work to be completed. | Supervisor to add feedback on progress of framework |
| **Methodology** | Click here to enter a date. | Choose from list. | Click here to enter work to be completed. | Supervisor to add feedback on progress of methodology |
| **Results Chapter/s**  ***Add more lines as required*** | Click here to enter a date. | Choose from list. | Click here to enter work to be completed. | Supervisor to add feedback on progress of result/s |
| **Discussion, conclusions and implications**  ***Add more lines, as required*** | Click here to enter a date. | Choose from list. | Click here to enter work to be completed. Add more lines, if required | Supervisor to add feedback on progress of conclusion and feedback |
| **Final editing/formatting of complete draft** | Click here to enter a date. | Choose from list. | Click here to enter work to be completed. | Supervisor to add feedback on editing and formatting of complete draft |
| **\*END OF WORKPLAN\*** | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **3.4 Student Progress Review 2 Checklist** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please ensure you complete the assessable sections below correctly. | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Section** | | | | | **Component** | | | | | | | | | | | | **Checkbox** | | | **Notes** | | | | | | | | |
| 3.1 | | | | | Budget | | | | | | | | | | | |  | | |  | | | | | | | | |
| 3.3 | | | | | Work plan | | | | | | | | | | | |  | | |  | | | | | | | | |
| image of Unicode Character 'PAPERCLIP' (U+1F4CE) | | | | | * Research Design & Results Chapters OR paper submitted for publication * iThenticate Report * Individual Development Plan (IDP) | | | | | | | | | | | |  | | | *To be attached separately* | | | | | | | | |
| Student |  | | |  | | | Click here to enter name. | | | | |  | |  | | | | |  | | | Click here to enter a date. | | | | | | |
|  | | |  | |  | | |
|  | | | Name | | | | |  | | Signature | | | | |  | | | Date | | | | | | |
|  |  | | |  | | |  | | | | |  | |  | | | | |  | | |  | | | | | | |
|  |  | | |  | | |  | | | | |  | |  | | | | |  | | |  | | | | | | |
| **3.5 Advisory Team Approval** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please provide feedback to the budget proposal: | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Click here to enter budget proposal feedback. | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | I, <Click here to enter Principal Advisor’s name>,  hereby confirm that I have read <Click here to enter Scholar’s name>  project documents submitted for their Progress Review 2.  I have also submitted a Principal Advisor statement to the Chair. | | | | | | | | | | | | | | | | | | | | | | | |
| **Please tick box to confirm** | | | | |
| **Principal Advisor** | |  | | |  | | | Click here to enter name. | | | | |  | |  | | | | |  | | | Click here to enter a date. | | | | | |
|  | | |  | |  | | |
|  | | | Name | | | | |  | |  | Signature | |  | | |  | | |  | | Date | | |
|  | | | |  | | |  | | |  |  |  | | | | | | | | |  | | | | |  | |  |  | |
| **\*\* END OF CANDIDATURE REPORT\*\*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Reviewer name:** | |  | Click here to enter name. | | | |  |  | |  |
| **Email:** | |  | Click here to enter email address. | | | |  |  | |  |
| **4. Reviewer Report (Part 1 of 3)** | | | | | | | | | | |
| **4.1 Progress of agreed goals** | | | | | | | | | | |
| The agreed goals between the Supervisor and the Student are on track | | | | | | | | | | |
| Click here to enter progress of agreed goals | | | | | | | | | | |
| **4.2 Challenges** | | | | | | | | | | |
| Any factors that will delay progress such as: recruitment, resources or OHS issues | | | | | | | | | | |
| Click here to enter factors that will delay progress such as: recruitment, resources or OHS issues. | | | | | | | | | | |
| **4.3 Professional skills developing appropriately** | | | | | | | | | | |
| The student’s professional skills is progressing at the required rate. | | | | | | | | | | |
| Click here to enter professional skills feedback. | | | | | | | | | | |
| **4.4 Ethical Issues** | | | | | | | | | | |
| Any ethical issues that have emerged | | | | | | | | | | |
| Click here to enter ethical issues feedback. | | | | | | | | | | |
|  |  | | |  |  |  | | |  | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Reviewer name:** |  | Click here to enter name. |  |  |  |
| **Email:** |  | Click here to enter email address. |  |  |  |
| **4. Reviewer Report (Part 2 of 3)** | | | | | |
| **4.5 Schedule of tasks and timeframes** | | | | | |
|  | | | | | |
| Click here to enter schedule of tasks and timeframes feedback. | | | | | |
| **4.6 Written expression** | | | | | |
| The work demonstrates capacity to write clearly, accurately and concisely. It has a critical edge and presents a logical argument. | | | | | |
| Click here to enter written expression feedback. | | | | | |
| **4.7 Budget** | | | | | |
| The research budget is detailed and appropriate to the project and there is a clear justification for each of the budget items | | | | | |
| Click here to enter budget feedback | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Reviewer name:** | | | |  | Click here to enter name. | | |  |  | | |  |
| **Email:** | | | |  | Click here to enter email address. | | |  |  | | |  |
| **4. Reviewer Report (Part 3 of 3)** | | | | | | | | | | | | |
| **4.8 General Assessment** | | | | | | | | | | | | |
| Strengths | | | | | | | | | | | | |
| Click here to enter strengths | | | | | | | | | | | | |
| Areas for Development | | | | | | | | | | | | |
| Click here to enter areas for development. | | | | | | | | | | | | |
| **Reviewer** | |  |  | Click here to enter name. | | |  |  | | |  | Click here to enter a date. | |
|  |  |  |
|  | Name | | |  | Signature | | |  | Date | |
| **\*\*\*END OF REVIEWER REPORT\*\*\*** | | | | | | | | | | | | |

Your reviewer report can be returned to the student (cc Advisors and Chair) two days before the panel meeting. However, if you are concerned the feedback may impact on the student presenting it can be forwarded after the panel meeting.