



**Univerza
*v Ljubljani***

**Fakulteta
*za gradbeništvo
in geodezijo***

How to write a thesis proposal

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Doctoral Study Committee

- Head of study
 - Prof. Dejan Zupan
- Civil engineering
 - Prof. Primož Može
- Geodesy
 - Prof. Polona Pavlovčič Prešeren
- Spatial planning
 - Asist. Prof. Gregor Čok
- Geology
 - Prof. Marko Vrabec
- Student Representative
 - Anja Brelih

Rules

- Rules on Doctoral Studies at the University of Ljubljana
 - <https://www.uni-lj.si/en/study/doctoral-study/rules-and-procedures>
- 3rd Cycle: Built Environment (PhD)
 - <https://www.en.fgg.uni-lj.si/study/3rd-cycle-study-programmes/built-environment-phd/>

Thesis proposal

- <https://www.fgg.uni-lj.si/studij/pravilniki-in-obrazci-3-stopnja/>
- Doctoral dissertation theme
- Cover of doctoral dissertation theme
- Photocopy of the Diploma
- Candidate`s biography and bibliography
- Application for the possibility to write the doctoral dissertation in English
- References of mentor and co-mentor

Proposal structure

- Title – Proposal for a Slovenian and English title
- Abstract – Summary, not required
- Scientific area
- Definition of a research problem – the purpose of why the research is necessary, meaningful, feasible
- State of the art in the field, quoting literature
- Research hypotheses – concrete, verifiable, 2-5, sub-hypotheses, goals and how to achieve them
- Research methods – Theoretical, experimental part, how it will be implemented, concrete methods
- Expected results and original contributions to science – what you achieve with the work, verifiable, must be publishable
- Indicative structure of the task – outline
- Sources and literature – quoted, at this stage you probably haven't read a hundred articles, as a rule, there are works that you cite in a proposal
- Draft Research Data Management Plan

Advice and requirements

- Maximum 6 pages excluding references
- Not too many references, if you already have your own work in the field, please cite it
- From this year you can write hypotheses/research questions/research aims
- Make them specific; general hypotheses and questions show that you don't know what you will be doing
- Make sure that the proposal contains all the answers needed by the KSDS (state of the field, hypotheses, methods, contribution to the development of science)
- You can support the procedures graphically, but add a description
- Think carefully about the English and Slovenian title
- Be careful with language, the KDrŠ rejects all grammatically deficient submissions
- Be concise, this is a topic proposal, not a PhD thesis

Committee to monitor the doctoral candidate

- The Commission monitors the work, directs, assesses
- Yearly, and in any case, when applying the topic, before the defence
- Presentation of the proposal
- May propose corrections
- Writes an evaluation

Title

- Without any special symbols
- How to say briefly what you are researching
- Words like: study, research, analysis, experiment, study... do not belong in the title
- No abbreviations unless they are known and necessary
- Titles must be identical or synonymous
- 10 words is a lot, and 20 words is too much

Doctoral Student Follow-up Committee

- The Commission monitors, guides, evaluates
- Annually, and in any case at the time of the submission of the topic, before the defence, at the defence
- Presentation of the topic proposal
- Suggesting corrections
- Writes the evaluation

Evaluation of the proposal

- whether the proposed dissertation is set out in such a way that it can be expected to make an independent and original contribution to the scientific field,
- whether the proposal for mentoring and possible co-mentoring is appropriate,
- an assessment of:
 - the title of the doctoral dissertation in Slovenian and English language
 - the proposed content of the doctoral dissertation in relation to the chosen field of study, its topicality and scientific relevance,
 - the research hypotheses or research questions or objectives, the research methods envisaged and their feasibility,
 - a draft plan for the handling of research data, the literature referred to in the proposal.
- the date and signatures of the evaluators.

What can go wrong

- The proposal needs to be corrected or amended - Study Committee, KSDŠ, Senate of NTF and FGG, KDrŠ, Senate of UL
- Proposal is weakly supported by research - you need to convince the evaluators
- Mentor is not an expert in the field, need a co-mentor
- Assessment is inadequate
- Title is not coherent, changes have to be accepted by student and mentors
- Process is long

Timeline

- Submitting a proposal one week before the Study board meeting
- Committee to monitor the doctoral candidate
- Appointment of the committee at the Senate
- Presentation of the proposal
- Preparation of the evaluation
- Acceptance of the proposal
- Transmission of the dossier to the KDrŠ UL
- Hearing of the proposal KDrŠ UL and reception at the Senate of the UL
- 4+ months

Additional Information

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<https://www.en.fgg.uni-lj.si/study/3rd-cycle-study-programmes/built-environment-phd/>