



# STUDENT GUIDE

PhD Program in Nanotechnology  
University of Trieste  
Version: November 2021

*This brief guide is not intended to be exhaustive, but rather to call PhD students attention to specific procedures and rules of the PhD Program in Nanotechnology.*

*Please refer to [UniTS PhD regulation webpage](#) and [here](#) for complete regulation.*

*Do not forget to visit the official [UniTS PhD webpage](#).*

*Enjoy your PhD!*

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Alberto Morgante  
*Coordinator*

Paola Posocco  
*Deputy Coordinator*

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## First Steps

The PhD Program in Nanotechnology is a three-year course of study and research beginning annually on the 1<sup>st</sup> of November. After the enrolment, if you are not recipient of an earmarked scholarship, your first task is to choose a supervisor, who will support you in your research activity and with whom you are expected to prepare a research plan. The full list of research groups can be found on the website [here](#).

Within approximately one month after your enrolment, you will receive an official email account [name.surname@phd.units.it](mailto:yourname.surname@phd.units.it): please pass it to the Director ([amorgante@units.it](mailto:amorgante@units.it) or [morgante@iom.cnr.it](mailto:morgante@iom.cnr.it)) and the Secretary ([dottorato.nanotecnologie@units.it](mailto:dottorato.nanotecnologie@units.it)) as soon as possible and use it in all your correspondence with the School. If you normally use a different email address, remember to set your mailbox (and check that it works) for automatic forwarding of messages from your official email account, since the official address is the only one which will be used by the School and the Secretary to communicate with you.

By beginning of December, the Coordinator and Deputy Coordinator meet the new PhD students in a welcoming meeting, where they are provided with all information needed to start their research activity at best. UniTS organizes also a PhD Welcome Day for all just-enrolled PhD students by the end of November. Do not miss both of them.

## Training Activity

By the end of the 2<sup>nd</sup> year, you have to attend **80 hours of lectures**, of which **at least 40 selected from those offered by the PhD program in Nanotechnology**. A full list of our courses can be found [here](#). Sign the form to enroll. Details of the lessons (exact dates, room, ...) will be communicated by each lecturer at due time.

Each evaluation is tracked by the lecturer in your [online](#) personal study-evaluation booklet. In case you need a record of the evaluations, write to the Coordinator ([amorgante@units.it](mailto:amorgante@units.it) or [morgante@iom.cnr.it](mailto:morgante@iom.cnr.it)) or the Deputy-Coordinator ([paola.posocco@dia.units.it](mailto:paola.posocco@dia.units.it)) and we will provide it to you.

You may also attend master courses offered by UniTS and lectures offered by the [PhD Program in Physics \(UniTS\)](#) and by the [PhD Program in Chemistry \(UniTS-UniVE\)](#).

The training activity has to be approved by prof. [T. Da Ros](#) and prof. [A. Bonifacio](#). Please send them a pdf named “Surname\_Research&TrainingPlan@CycleNumber.pdf”

including the list of courses you would like to attend by the end of January of the 1<sup>st</sup> year of your PhD (see also the Research Plan section below).

During the three years, you have to attend **at least two Schools** (national or international) for PhD students, either organized by the PhD program in Nanotechnology or by other institutions.

You are encouraged to spend **at least 40 hours of training outside the research group**, getting familiar with new techniques and/or methodologies of interest for your research project. Lastly, **at least 30 hours of scientific seminars** must be attended.

Ask your Supervisor for advice and share your study plan with her/him.

## Research Plan

By the end of January of the 1<sup>st</sup> year of your PhD you have to prepare a Research Plan describing your research project. This has to be agreed with your Supervisor and sent to the Coordinator ([amorgante@units.it](mailto:amorgante@units.it) or [morgante@iom.cnr.it](mailto:morgante@iom.cnr.it)), Deputy-Coordinator ([paola.posocco@dia.units.it](mailto:paola.posocco@dia.units.it)), and prof. [T. Da Ros](#) and [A. Bonifacio](#) via email as a pdf “Surname\_Research&TrainingPlan@CycleNumber.pdf”. Please use the template you find [here](#) to prepare your Research Plan.

## End-of-year Progress Evaluation

Primary aim of the School is to guarantee high standards in the quality of the research. For this reason, besides being continuously assessed by your personal supervisor, at the end of each academic year you have to prepare a report – signed by the supervisor - containing a summary of the work done and the training courses attended over the year. Please send the report named as “Surname\_FirstYearReport@CycleNumber.pdf” (or Surname\_SecondYearReport@CycleNumber.pdf etc ... as appropriate) to the Coordinator ([amorgante@units.it](mailto:amorgante@units.it) or [morgante@iom.cnr.it](mailto:morgante@iom.cnr.it)) and the Deputy Coordinator ([paola.posocco@dia.units.it](mailto:paola.posocco@dia.units.it)) by the end of August. Use the template you find [here](#) to prepare your annual report.

Annual research activity is also presented and discussed (15') in front of a Commission composed by members of the Board of the School usually within middle of September. Only students getting a positive Progress Evaluation from the Commission are admitted to the next academic year. Please use [this template](#) for preparing your presentation.

## **Seminars and Annual Workshop**

PhD students are strongly encouraged to take part in all the seminar activities organized by the School and propose topics for future seminars.

In January/February, the School organizes an Annual Workshop, where all the students present their research activity to the Board Committee and colleagues. This is an important moment in the life of the School, so participation is mandatory. Presentation (20') should be comprehensible to all participants, whether they are expert or not in the subject of your research. At the end of the Annual Workshop [three awards](#) are assigned to deserving students.

## **Tutorship Activity**

PhD students may apply to carry out paid tutorship activities to Bachelor and Master students for a maximum of 40 hours per year. This activity needs to be approved in advance by the Board Committee of the School.

## **Scientific Publications**

Scientific publications, book chapters, conference proceedings, outreach activity or any other form of publication has to be uploaded as soon as possible into the UniTS ArTS catalogue (<https://arts.units.it>), which can be accessed using your UGOV credentials.

## **Thesis and Final Exam**

The PhD degree is awarded upon passing a final exam, consisting in the discussion (approx. 1 h) of the doctoral thesis. PhD students admitted to the final exam have to submit their thesis to the evaluation of two external (not belonging to UniTS and not having worked previously with the candidate) reviewers suggested by the Supervisor and approved by the Board of the PhD program. The evaluators express an analytical written judgment on the thesis, and may require additions or corrections. When major revisions are required, the final exam may be delayed for a period of (maximum) 6 months. The Examination Committee consists of at least three members chosen among professors and researchers of Italian and foreign institutions, specialized in the topics of the thesis. The thesis may be approved or rejected.

Link to UniTS Final Exam webpage:

<http://www2.units.it/dott/it/?file=DottEsaFin.inc> (ITA)

<http://www2.units.it/dott/en/?file=DottEsaFin.inc> (ENG)

## Doctor Europaeus

The additional label of "Doctor Europaeus" may be awarded to those PhD students who fulfil the prerequisites proposed by the European University Association as follows:

- the doctoral thesis defence will be accorded if at least two professors from two higher education institutions of two European countries, other than the one where the doctoral thesis will be defended, have given their positive judgement concerning the thesis;
- at least one member of the Examination Committee should come from a higher education institution in European countries, other than the one where the doctoral thesis will be defended;
- part of the defence must take place in one of the official languages of the European Union, other than the one of the country where the doctoral thesis will be defended;
- the doctoral thesis must partly have been prepared as a result of a period of research of at least one trimester spent in another European country.

**Note:** the procedure includes a previous request ([request module](#) here) by the PhD student to the Board Committee and the subsequent approval within December 31<sup>st</sup> of the 2<sup>nd</sup> year of your PhD.

Label Doctor Europaeus:

<http://www2.units.it/dott/it/?file=DottEuropaeus.inc> (ITA)

<http://www2.units.it/dott/en/?file=DottEuropaeus.inc> (ENG)

<http://web.units.it/normativa/regolamenti/regolamento-156>

## Budget for Research Activity

During the 1<sup>st</sup> year of their PhD, students may request to the Board a support of 250 euro (max.) for their research activity, to be used for participation to conferences, workshop, study/research travels, etc ... (not consumables).

From the 2<sup>nd</sup> year onwards, all students with PhD scholarship are entitled to a budget for any activity related to their research in Italy and abroad, for an amount of 10% of the PhD scholarship (the so-called “research budget” or “10% budget”). The budget is granted annually, and is managed by the Department of Physics or by the Department to which the supervisor belongs.

Note that such amount is not available for PhD students enrolled with grant funded by foreign countries or beneficiaries of financial support under specific mobility programs (e.g., MSCA-ITN, ....)



# Twenty things I wish I'd known when I started my PhD

*by Lucy A. Taylor taken from Nature Career Column - 2018*

## **Organization**

Decide on your goals/organize your work early.

Aim to publish your research.

Write down everything-keep track of everything you do.

Backup everything!

It's never too early to start writing your thesis.

The best thesis is a finished thesis.

## **Communication**

Discuss expectations with your supervisor.

Be honest with your supervisor.

Present your research.

Socialize with your lab group and other students.

## **Lifestyle and Mindset**

Research will not always go according to your plans.

Don't compare yourself with others.

Never struggle on your own - ask for help.

Maintain a healthy work-life balance.

Have a life outside work.