



## 3<sup>rd</sup> TAC Meeting – Final Sprint and Career Planning

The third meeting of the Thesis Advisory Committee (TAC) is to give final remarks on the progress of the thesis project, to define all necessary actions to finish the PhD in time, including the possibility of an application for extension, and to plan the PhD student's career after thesis completion.

Please prepare a 20 minute presentation and a 2-page written report, which you hand in one week before the meeting.

### Meeting protocol

Name of the PhD Student	
Duration of the PhD	
Project name	
Name of first supervisor	
Name of second supervisor	
Date of the 3 <sup>rd</sup> TAC Meeting	

### Before the TAC Meeting

To be filled out by the PhD student	To be filled out by the supervisors
What have I accomplished since the 2 <sup>nd</sup> TAC meeting?	Feedback on those accomplishments

What are my concerns regarding the PhD deadline?	How can these concerns be alleviated?
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What do I need to finish the PhD in time?	Feedback and proposed priorities
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To be filled out by the PhD student

To be filled out by the supervisors

What was good and what could be improved about the supervision?

Specific proposals for action to improve supervision

How could my job look like after I finish the PhD?

Plans and recommendations

### During the TAC Meeting

#### Agreements

Final thesis and project timeline

Workflow changes

Publication status and plan of action

Proposed training to facilitate ongoing employment or job change


**At the end of the TAC Meeting**

To be filled out by the supervisors

	1 Excellent	2 Good	3 Satisfactory	4 Sufficient	5 Insufficient
Quality of written report	o	o	o	o	o
Presentation quality	o	o	o	o	o
Background knowledge on the topic	o	o	o	o	o
Understanding of the CRC project	o	o	o	o	o
English language skills	o	o	o	o	o
Quality of the work that has been done	o	o	o	o	o
Working atmosphere	o	o	o	o	o

Notes

**Signatures**

PhD Student

First Supervisor

Second Supervisor