



Help guide **Graduate Research Study Plan**

The Graduate Research Study Plan (GRSP) is generally filled out once per year, and also forms the basis for your annual Review of Progress (RoP). The GRSP → RoP → GRSP → RoP... cycle continues until you submit your thesis. Your supervisor will work out the schedule with you.

The first time you produce a Graduate Research Study Plan the fields will be blank.

This information included in your GRSP will then pre-fill your Review of Progress form, and any outstanding goals will carry over to your next Study Plan.

The study plan is designed to be developed with your supervisor, alongside the Managing and Progressing A Research Career (MAPARC) framework.

See the [Create a New Form \(link\)](#) and [Filling Out a Form \(link\)](#) guides for setup instructions.


Candidature Details

Your session details should be pre-filled. You will need to indicate whether or not you are a collaborative degree student. If yes, specify your institution:

Are you a collaborative degree student? *

☒ Yes
 ☐ No

Details of the partner institution *



University of California, Sunnydale

Supervisor Details

Check your supervisor details listed, and indicate whether your Principal Supervisor is listed and available to authorize your change of title:



Is your Principal Supervisor listed in the table below? *

☒ Yes
☐ No

Signatory Supervisory panel: Note: By default, your application will be sent to the person who holds the sign-off delegation. To view details select supervisor and click open.

Sign-off del...	Position	Preferred Full Name	Email Address
▶	Co-Supervisor	Prof Jennifer Calen...	Jennifer.Calendar@ut...
▶ ✓	Principal Supervisor	A/Prof Rupert Giles	Rupert.Giles@uts.ed...

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Graduate Research Study Plan

Indicate the most recent Candidate Stage assessment:

Graduate Research Study Plan

Please specify the last Candidature Stage Assessment that you were assessed at: *

☒ No assessment completed yet
☐ Candidature Stage 1 - confirmation of candidature
☐ Candidature Stage 2 - confirmation of advanced progress
☐ Candidature Stage 3 - confirmation of readiness to submit thesis for examination

In consultation with your supervisor and the Managing and Progressing A Research Career (MAPARC) framework you will set development goals in five key areas:

- Research Knowledge and Skills
- Research Communication
- Research Governance and Research Management
- Impact, Engagement and Collaboration
- Career Planning

In the Development Goals section, add your goals under **each of the five** key areas [1]. The first time you fill out a GRSP all fields will be blank. After you've completed a Review of Progress, any outstanding goals will be carried over and pre-populate this form for you to update. You can resize the text box by clicking and dragging from the corner icon [2]:



Outline your goals and plans for this session including the activities that you will undertake to meet your goals and how will you assess if you achieved your goals. Please note that any listed goals and activities which were not achieved in the session identified can be carried over to the next session.

Development goals and plans in the following areas:

Research Knowledge and Skills:

This element broadly deals with disciplinary knowledge, the development of research questions, and competency in research methods. For more detailed information, please visit the [GRS website](#) *



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[1]

[2]



Research Communication:

This element deals with the ability to communicate research, both to professional and academic audiences (e.g. journal articles) as well as to lay audiences (e.g. journalists, funders). For more detailed information, please visit the [GRS website](#) *



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[1]



Subject Requirements

Any required subjects will be pre-listed here:

Subject requirements

Subjects as per your Study Plan are:

Sub...	Na...	Compulsory?	Year	Session	Status	Subjec...	Faculty
▶ 311...	Intr...	✓	2019	Spring ...	Exempt	Course...	FEIT.Fa...
▶ 329...	Ph...		2018	Resear...	Enrolled	Thesis	FEIT.Fa...
▶ 684...	Qu...		2019	Spring ...	Passed	Course...	SCI.Fac...
▶ 329...	Tec...	✓	2019	Spring ...	Passed	Course...	FEIT.Fa...
▶ 410...	Me...	✓	2020	Spring ...	Planned	Course...	FEIT.Fa...

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3

You can check that your details are up-to-date.


If you indicated that you were enrolled in a collaborative degree back on the “Candidature Details”, specify whether you are located at your other university during this session:

Are you located at your collaborative degree partner institution during the session?

☐ Yes
☒ No

If there have been or are issues with any aspects of your candidature so far, use this section to provide details:

Please use this section to identify issues in relation to your candidature to-date:



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Otherwise, no further action is required on this page.



Training Requirements

All research candidates are expected to complete some required training modules. At present there are two compulsory modules: Consent Matters, and Research Integrity.

This page provides links to where you can complete these modules [1], as well as expected completion periods. You can see your completion status and a due date for each module [2].

Training Module	Expected date of completion
Consent matters training	End of your current session
Research integrity module	No later than your Stage 1 assessment.

[1]

Status of trainings: Completed & Planned

Training 1: 'Consent matters training'

Planned date for completion


24/07/2020

Training 2: 'Research integrity module'

Completed

Updates on progress will be tracked during **Review of Progress** sessions.

Comments:



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[3]

Optionally, you can add any issues or comments you have regarding the completion of these modules [3].



Student Declaration

Finally, confirm the student declaration [1] and submit your Graduate Review Study Plan [2]:

Student declaration

This study plan reflects the discussions as emerged between me and my supervisor. Submit to the Principal Supervisor for review and/or sign-off. *

☒ I Agree

Date:

24/07/2020

Previous page : Training requirements <<

Actions

Save

Submit GRSP

Delete

Reports

What Happens Next?

Your Study Plan will generally go to your supervisor for approval.

See “Tracking the Progress of Existing Forms” [link] to learn how to follow its progress.

During the review process, your form may be returned to you for clarification or for additional information. If your form comes back with a Status of “Returned” and the Workflow State as “[STU] Student Amend”, follow the instructions under “Revising Returned Forms” [link]

My HDR eForms

For Review

For Assessment Review

☐ Show all applications

Status	Date Submitted	Student ID	Full Name	Template Name	Primary Supervisor	Workflow State
<input type="checkbox"/> Returned	24/07/2020	13240680	Ms Willow Rosenberg	Graduate Research Study Plan v1.0	A/Prof Rupert Giles	[STU] Student Amend

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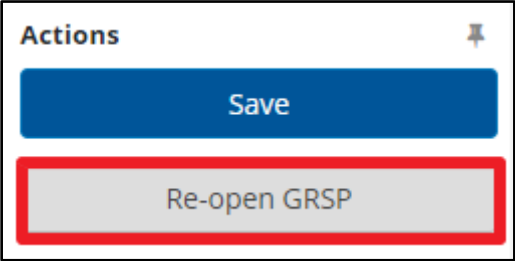
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1

Once it is Approved, details you filled out will feed into your Review of Progress form at the yearly review phase.

Note: If you wish to amend your Study Plan during the year, you can request to re-open it by opening the form by using the link in the top-right corner to request it be re-opened:



This will send an email to your Supervisor, who will need to release it to you for revision.