

**NATIONAL TEXTILE UNIVERSITY**  
**OFFICE OF GRADUATE STUDIES & RESEARCH**



**PhD Scholar's Biannual Research Progress Report**

NTU/OGSR/Phd/2016/01

For office use only: Report No: _____	Total time elapsed: _____
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1.1 Name of Candidate: \_\_\_\_\_

1.2 Program: \_\_\_\_\_

1.3 Research title: \_\_\_\_\_

1.4 Period of report: From \_\_\_\_\_ to \_\_\_\_\_

1.5 (a) Name & designation of Research Supervisor: \_\_\_\_\_

(b) Name & designation of Co-Supervisor: \_\_\_\_\_

1.6 Date of Synopsis Approval: \_\_\_\_\_

1.7 Date admission and approved deadline of project (including extension granted, if any):  
\_\_\_\_\_

1.8 Number of reports submitted previously: \_\_\_\_\_  
\_\_\_\_\_

1.9 Course work GPA \_\_\_\_\_

1.10 Date of comprehensive examination: \_\_\_\_\_

1.11 Journal paper requirement fulfilled Yes No

If No; please indicate the current status of the paper (tick and fill as appropriate):

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Not initiated yet  |
| <input type="checkbox"/> | In process of writing; Expected time of submission: _____ Targeted journal: _____      |
| <input type="checkbox"/> | Submitted for review; Expected time of receipt of reviewers' comments: _____           |
| <input type="checkbox"/> | In process of incorporating reviewer's comments; Expected time of re-submission: _____ |
| <input type="checkbox"/> | Submitted for publication (post-review); Expected time of publication: _____           |
| <input type="checkbox"/> | Submitted to ASRB for qualification  |

## **2 STUDY DETAILS**

- 2.1 Scholar to give brief account of progress of his/her research work in last 6 months (Gantt Chart with this report on prescribed template also to be attached)

2.2 Please state goals/milestones set for the next 6 months in consultation with your supervisor?

2.3 Please outline any particular problems / difficulties, which have affected your research? Have you discussed these problems with your supervisor? Are the problems still continuing?

2.4 Any other comments you may like to make:

Signature of Candidate: \_\_\_\_\_

Date: \_\_\_\_\_

## Sample Gantt chart Template for PhD Progress Report (Replace with your own)

Reporting Semester: **Spring/Fall 20xx**

	2015				2016				2017				2018	
Task	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun
	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12	Q13	Q14
Course work														
Literature Review														
Task A														
Task B														
Task C														
Thesis Write up														
Submission														

### Legend:



(Item Nos. 3 and 4 are to be filled in by the Research Supervisor)

### 3 OVERALL RESEARCH PROGRESS

- 3.1 (Please comment on the candidate's overall progress, performance and achievement for last 6 months; use a separate sheet if required).

- 3.2 In your opinion, the Scholar's work and progress has been found:

☐

Good

☐

Satisfactory

☐

Unsatisfactory

If unsatisfactory, what are your recommendations?

☐

Discontinue current work.

☐

Modify nature of work.

☐

Other: \_\_\_\_\_

- 3.3 What work (review of literature, courses, research plan, experimental contribution, and data collection/ analysis) has the candidate completed to date?

- 3.4 Do you foresee any potential problems related to the project/scholar? Have you discussed this with your scholar?

#### 4 ASSESSMENT OF PERFORMANCE

The performance of the candidate may be assessed on a scale of 1 to 5 (1 being the lowest and 5 the highest) by encircling the appropriate column. Please tick N/A if inadequate information is available to comment.

4.1 RESEARCH POTENTIAL	Very Poor	Poor	Adequate	Good	Very Good	Inadequate Information
i) Adequacy of training and scientific orientation in the field	1	2	3	4	5	N/A
ii) Ability to work independently without detailed supervision	1	2	3	4	5	N/A
iii) Ability to transform theoretical concepts to research problems	1	2	3	4	5	N/A
iv) Ability to take advantage of support systems such as, library, computing facility, academic staff and research supervisor etc.	1	2	3	4	5	N/A
v) General work and conduct of research exercise	1	2	3	4	5	N/A
4.2 ATTITUDE						
i) Ability to set goals and to meet deadlines	1	2	3	4	5	N/A
ii) State of dedication and hard work	1	2	3	4	5	N/A
iii) Degree of initiative and motivation	1	2	3	4	5	N/A
iv) State of self-management and planning skills	1	2	3	4	5	N/A
v) Regularity and punctuality at work	1	2	3	4	5	N/A
4.3 ABILITY TO COMMUNICATE						
i) Written	1	2	3	4	5	N/A
ii) Oral	1	2	3	4	5	N/A

Signature of Co- Supervisor

Date: \_\_\_\_\_

Signature of Research Supervisor

Date: \_\_\_\_\_

## COMMENTS

### 5.1 Director Graduate Programs (Concerned Faculty)

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

### 5.2 Director Graduate Studies and Research

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

(Item Nos. 6 and 7 are to be filled in by Secretary ASRB)

**6 ASRB OBSERVATIONS ON TWO RECENT REPORTS**

i) \_\_\_\_\_

ii) \_\_\_\_\_

iii) \_\_\_\_\_

**7 ASRB OBSERVATIONS ON PRESENT REPORT**

(Discussed in Meeting: No. \_\_\_\_\_ Date \_\_\_\_\_)

**8 RECTOR (Signatures)**