

Doctoral programme of study Visual Arts, in subject area Visual communication, FAD UJEP

FORMS OF DOCUMENTS submitted during the studies, chronological overview

Please, send the forms you submit, such as Outlines or Reports where you summarize your activities, in documents not exceeding 2 MB. Please, do not insert any images in Word files; just compress them and send them as jpeg attachments to facilitate both the receipt and further distribution.

1. Study plan (at the beginning of studies)

Student: Name, surname, E-mail address

Supervisor: academic degrees, name, surname

General theme of dissertation: (1 to 2 lines)

Annotation of dissertation: (a paragraph)

Study plan:

(six examinations scheduled over three years, five examinations in specialized subject, one examination in a foreign language)

This is the student's individual study plan outlining the studies in the doctoral programme of study. The plan determines especially:

- a) content specialization of the student's individual scientific or theoretical and creative activities, and their own educational activities with respect to the content specialization and the topic of the dissertation,
- b) study subjects the student is obligated to complete,
- c) activities connected with creative activities, especially practice and residence at other places of work, attendance at conferences, seminars, colloquiums, and summer schools,
- d) the student's pedagogical activities,
- e) time schedule of the studies.

The plan is to be approved by the Subject-area Board.

2. Annual assessment of study (at the end of every academic year)

At the end of every academic year, the student completes annual assessment of their study to be submitted to the supervisor and discussed by the Subject-area Board. In the document, the student provides information about examinations they have passed and about their results, the stage of completion of the dissertation, an overview of their publishing and creative activities, an overview of their active participation in conferences or workshops, an overview of lectures held, and other projects related to their specialization. **The document is confirmed by the supervisor's signature.**

3. Presentation (colloquium), 1st year

A 10-minute presentation bringing information about the topic of the student's specialization, about results of their studies in the first year, and to summarize literature the student has read up. The student is responsible for the technical aspect of their presentation (will get familiarized with the technology at venue in time). Presentation means a semantically coherent stream of suitable visual

materials, texts and references to professional literature, and a survey of professional literature the student has read up.

4. Lecture, 2nd year

The student will have their own lecture taking 30 minutes with visual documentation on the topic of the selected specialization to summarize the status of the branch, suggest the student's innovative solution, and bring a list of cited literature. The lecture is followed by a brief discussion (15 minutes). The selected topic can be presented in its development where a chronological perspective can be applied, or in another form of interpretation. The topic can be compared to the situation globally or with analogy in another branch.

The interpretive framework is embedded in the context of the contemporary trends in arts or theories of visual disciplines.

The lecture appropriately grades the more complex issues of the topic the student has been solving or intends to follow. It can have the following structure: presentation of themes or issues, proposals for solving them, informing about authorial approach, searching methods and information to enable the solution, existing successes, and a look into further tasks and solutions.

The main criteria to be followed include the degree of expertise and innovation. The student provides the outline of the lecture to the doctoral studies officer before they hold the lecture.

After the lecture, the student submits a digital output to be archived; **the lecture as a mandatory form necessary for completing the second year will not be recognized before submitting the written output.**

5. Workshop, 3rd year

The student will prepare and consult with their supervisor materials for a one-day art workshop on the topic of the student's specialization, and will carry out the project. The student will document the project, provide it with an interpretative frame, reflection, and with a list of cited literature. The interpretative frame will be embedded in the contemporary trends in arts, or theories of visual branches.

We understand reflection as expert interpretation and analysis of creation originated within the project.

We understand documentation as a proper reflection of the substantial factors of the project, their analysis, and commentary on the contribution resulting from the project so far. Good-quality documentation may come through the editorial committee and may be published as the student's publication activities. Whether the project is included in the publication or not depends on its quality and semantic density. A video from the event is not documentation.

The student provides the outline of the workshop in digital form to the supervisor and the doctoral studies secretary. After the workshop, the student submits a digital output to be archived; **the workshop as a mandatory form necessary for completing the third year will not be recognized before submitting the written output.**

The doctoral student and the supervisor are fully responsible for the workshop, its promotion, and implementation. They are not arranged by the DS officer.

6. Report, part of SDE

The report contains

1. real course of study:

Overview of completed subjects during the studies

1.1 Publication activities (according to ČSN ISO 690 standard, see the document Theses).

Monographs, works published in domestic or foreign scientific and scholarly reviewed journals, proceedings, and catalogues.

1.2 Exhibition projects

1.3 Curatorial projects

- 1.4 Citations, reception
- 1.5 Conferences, active participation
- 1.6 Lectures
- 1.7 Residencies
- 1.8 Grants
- 1.9 Other activities

2. critical review of the status of the matter being solved in the Czech Republic and abroad, and of the result of the student's work focused on the dissertation goal.

The extent of the critical review of the status of the matter being solved is at least two pages and the document represents a scholarly text referring to professional literature and methods of the respective theme. The purpose of this section of the Report is to demonstrate knowledge of the latest trends, methods, and approaches in the theme of studies and the dissertation. It will be examined by an expert reviewer who is at the same time a member of the examination board. The reviewer's opinion opens the way and level of examination. Therefore, it is necessary that this section of the Report is a scholarly, theoretical text with annotations, a list of literature and citations if appropriate. The level of topicality and of the student's general knowledge in the respective subject will be assessed, so that it is possible to state where the status of research was before the qualification dissertation was written, and hence, to see the rate of innovation and the student's contribution made by writing the work. For the student, the critical text is an opportunity to convince the examination board in writing of their knowledge in the subject (work with adequate current professional literature, knowledge of current authorities and theoretical articles on the respective topic).

Examples and the form of professional language (work with bibliography, footnotes, etc.) are provided in the document Theses, see Doctoral Studies website.

The written report is examined by a reviewer who is appointed by the Chairperson of the Subject-area Board.

The Report is part of application for the oral part of the State doctoral examination.

7. Outline, part of the dissertation defense

The Outline of the dissertation contains basic ideas, methods, results, and conclusions of the dissertation. It provides information about the innovative contribution of the qualification thesis. It serves as a material enabling effective acquaintance with the content of the dissertation for those members of the Board who are not reviewers and have not read the thesis in full. It provides cogent information about the content and logic of individual chapters, introduces the structure of the thesis, and especially, the conclusions achieved. It is submitted in the form of a brochure in A5 format of approximately 20 pages.

The Outline is to be written using professional language in Czech and include the following:

- a) brief curriculum vitae with basic personal data
- b) content of the thesis, look into individual chapters and methods being used (scholarly text)
- c) conclusions of the thesis (scholarly text that extending the previous Report that summarized the situation in the discipline before submitting the thesis by the student's contribution)
- d) resume in Czech and English
- e) bibliography
- f) list of published works or works accepted for publication, and their citations, if any; applies to publication activities related to the dissertation.

The Outline is part of the application for defense.

The Outline must be sent to all members of the defense examining board and to the reviewers no later than 15 days before the defense. The Outline must be sent to the members of the Subject-area Board and to related sites determined by the Subject-area Board no later than 30 days before the defense.

Form of the Outline to be submitted:

A5 size document (folded A4 format bound with staples).

10 copies

The order of the sheets matches the structure of the dissertation: title page of the dissertation, then items from a) to f).

The theme and annotation of the dissertation the student records in STAG should be identical to those that were approved at the beginning of the studies. If any changes to the dissertation theme have occurred during the studies, the student asks the Subject-area Board to review them well in advance.

Version 10/15

Author: doc. Mgr. Kateřina Dytrtová, Ph.D.

Mgr. Monika Matoušková