



Universitat  
Pompeu Fabra  
Barcelona

Unidad de Coordinación Académica  
de Traducción y Ciencias del Lenguaje

# *The Doctoral Programme at the Department of Translation and Language Sciences:*

*Everything you always wanted to know and  
never dared ask....*

Academic year 2020-21

CARMEN PÉREZ VIDAL

*PROGRAMME COORDINATOR*

# OUTLINE

## **0. Preamble: Why , when, where, registration....**

- **1. The philosophy of the programme**
- **2. Academic requirements for admission and timeline**
- **3. Research strands**
- **4. First year on the programme: academic load**
- **5. Administrative procedures throughout the programme (The TCSO interface)**
- **6. Scholarships and grants**
- **7. Finalizing your PhD.... and now what???**

1. PREAMBLE: Why, when where...registration

# Why should I do it?



- **1 Fun!**...when you like studying and research.....
- **2 Neither long nor short! 3 years!!!**  
**Registration is necessary every year**
- **3 Cheap!**... € 401,12/year!!! Cheaper than a Master's (and perhaps this changes...so better catch the opportunity)
  - Total fees  $€ 401,12 \times 3 = 1,203.36 + 70 \text{ € taxes}$
- **4 Higher level in academia!!** Third cycle (Master's = Second cycle) : **I+D+i**
- **5 A plus in many job positions**, a requirement in some (certainly in academia)

# When should I do it?



- **YES!!! Right after your Master's Degree (with a research strand)...**
  - You will not be required to follow any extra courses besides some Seminars, if you have graduated in one of our Departmental Masters' (MLTA; Mtranslation; Mdiscourse; Mcognitive Sciences)
  - You have everything fresh in your head, and you will be able to **catch the momentum!!**
  - It is a very good option if you still have not got a job...
  - AND also if you do have a job, because in that case, you can apply to do it **part-time** ...

# Where should I do it? At...UPF

- **26 Undergraduate degrees**
  - 10.161 Students
- **35% International sojourn abroad**
- **2 EMI 100%; 2 EMI 80%; 4 English track; 16 ECTS el resto**

- **33 Másteres**
  - 1.168 Students
- **19 EMI 100%**

- **9 Doctoral programmes**
  - 1.1117 Students
- **14% International**



- **3 campuses**
- *Ranking Times Higher Education*
- **135** in the world
- **60** in Europe

- ***Among the first 100 in the specialized LINGUISTICS ranking (QS /2017,2018)***

# When and how shall I pre-register and register?

## ➤ UPF'S PhD School : DATES

➤ **PRE-REGISTRATION: 2 periods before the summer**

➤ **(CURRENT PERIOD: 17/04/2020- 4th june/06/20)**



➤ **REGISTRATION: 1st-5th October BE STRICT with DEADLINES for ADMINISTRATIVE PROCEDURES:**

➤ **APPLYING FOR AN EXTENSION, INTERRUPTION. Fixed dates.**

**Registration: intranet OPD**

[\(https://www.upf.edu/intranet/areadocencia/postgrau/procpostrau/doctomatriculadocurat/\)](https://www.upf.edu/intranet/areadocencia/postgrau/procpostrau/doctomatriculadocurat/)

**Doctoral Programme (Translation and Linguistic Sciences Department):**

[\(https://www.upf.edu/web/phd-tradlangsci\)](https://www.upf.edu/web/phd-tradlangsci)

# 1. THE PHILOSOPHY OF THE PROGRAMME



## THE EUROPE OF KNOWLEDGE



**Berlin Communiqué\_2003**  
**Louvain Communiqué\_2009**

**THE EUROPEAN  
RESEARCH EDUCATION  
SPACE**



**The European Higher  
Education Space\_The  
*Bologna Declaration***

***BOLOGNA PROCESS  
(2005)***



**PhD programmes = 3rd. cycle**

*EUROPEAN RESEARCH  
AREA*



*INTERNATIONAL  
ETHOS*



## 2. ACADEMIC REQUIREMENTS FOR ADMISSION and TIMELINE

Reial Decret 99/2011, general regulation of doctoral programmes

Normativa UPF (regulation issued July 2012)

Regulació de l'Escola de Doctorat (regulation issued at UPF's in July 2011)

•Pre-registration – Selection & Admission - Registration

[http://www.upf.edu/doctorats/qui\\_pot\\_accedir.html](http://www.upf.edu/doctorats/qui_pot_accedir.html)

# The UPF Doctoral School

- **Director:** Dr. Núria Sebastià Gallés
- **Administration-Oficina de Postgrau (ODP):**
  - **Head:** Marta Aragay
  - **Location:** Ciutadella Campus
- **Management Committee:** The 9 Coordinators of the Doctoral programmes at UPF
- **Umbrella unit for all doctoral programmes**
- **Caters for academic excellence and well-being of doctoral students**

Web address: <https://www.upf.edu/escola-doctorat/>



# Academic Requirements at pre-registration

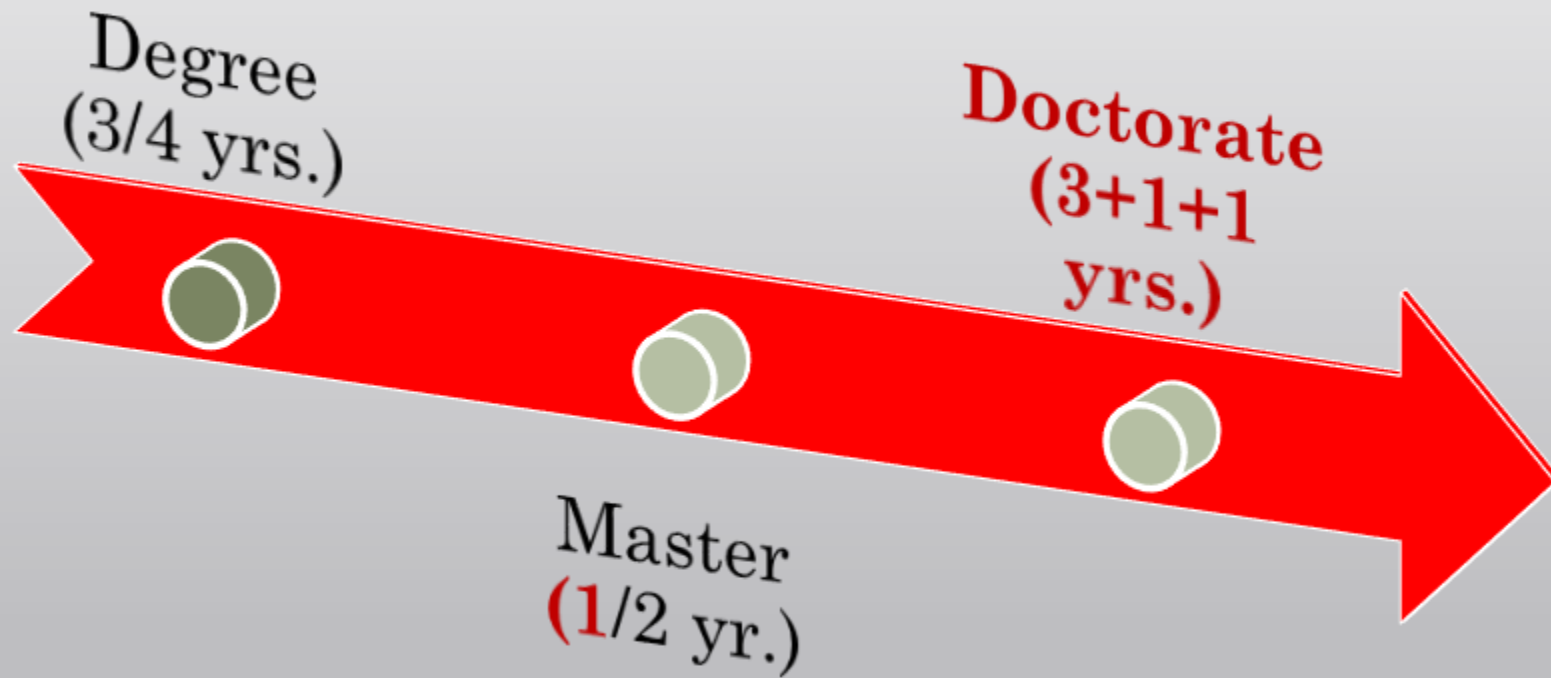


- **Degree certificate (Spanish 240 ECTS/Foreign 300 ECTS)**
- **Degree academic report**
- **Master's certificate (Spanish 60 ECTS)**
- **Master's academic report**

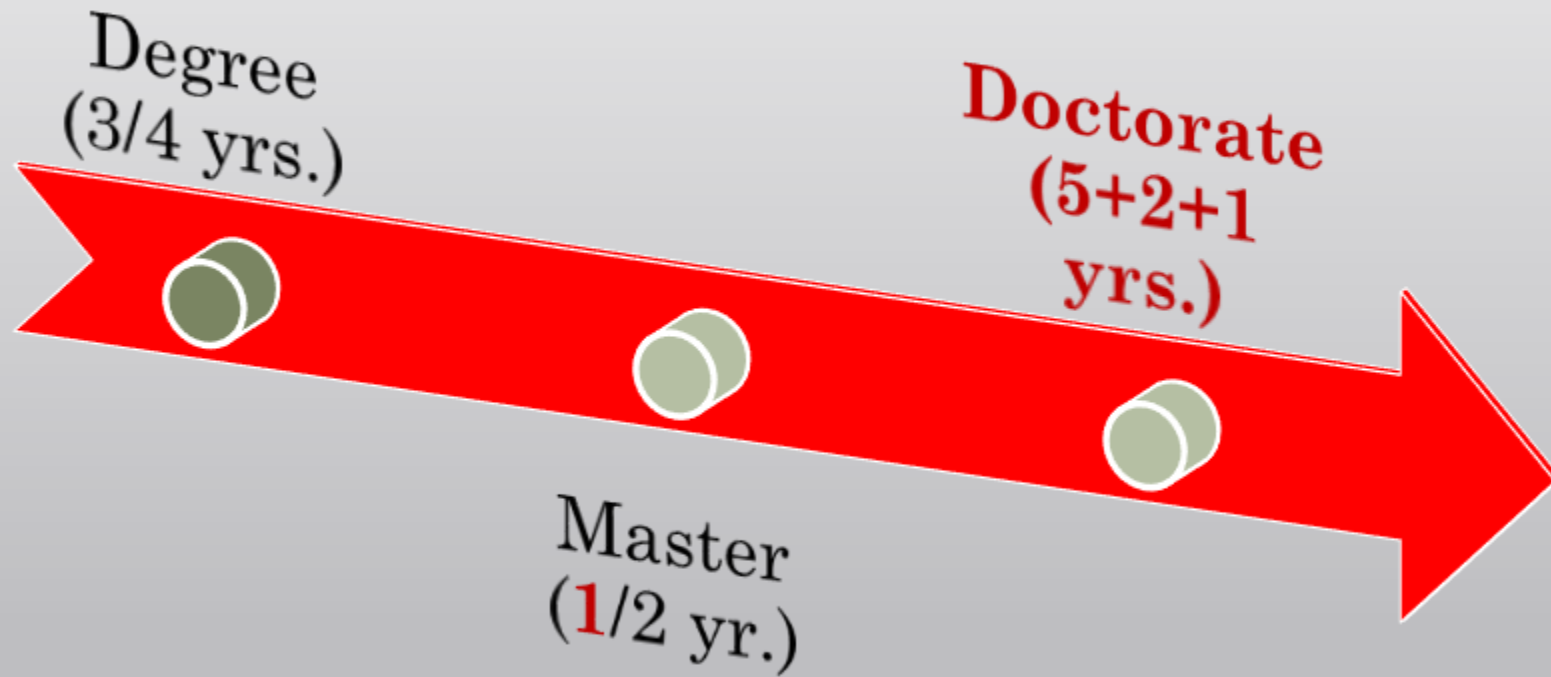
- **1 Statement of interest and past achievements**
- **1 Future Research Project**

- **2 Endorsing reference letters**
- **1 Endorsing letter issued by a contact teacher at our Department (ideally your future PhD director)**

## Time line: Full-time



Timeline: Part-time (Granted: work, health issues..)



### 3. RESEARCH STRANDS at our Department

# Department of Translation and Linguistic Sciences

- **10 RESEARCH GROUPS**

- Formal, descriptive and variational linguistics (GLIF\_UrLing)
- Language acquisition (ALLEN CAM\_UrLing)
- Estudis de prosòdia (GREP\_UrLing)
- Computational Linguistics and Linguistics Theory (COLT\_UrLing)
- Lexicology and lexicography (INFOLEX\_IULA)
- Terminology and knowledge management (IULATERM\_IULA)
- Translation: general and specialized and Discourse Studies (GEDIT)
- Literary translation and reception (TRILCAT)
- Language learning (GRAEL)
- Grammar and Cognition Lab (GraC)

• **55 permanent staff**  
+ **50 other staff**



- 4. FIRST YEAR ON THE PROGRAMME:  
ACADEMIC LOAD  
SECOND AND THIRD YEAR



Activity	Year 1_month
<ul style="list-style-type: none"> <li>• Pre-registration</li> <li>• Registration</li> </ul>	<b>March-June</b> <b>October</b>
<ul style="list-style-type: none"> <li>• <b>1<sup>st</sup> Tutorial with Coordinator</b></li> <li>• <b>1<sup>st</sup> Meeting with PhD Tutor</b></li> <li>• <b>Meetings with PhD director</b></li> </ul>	<b>September/October</b>
<ul style="list-style-type: none"> <li>• <b>Doctoral Seminars (see next slide)</b></li> <li>• <b>Research group Seminars/Activities</b></li> <li>• Master's subject (?)</li> <li>• <b>Work on Research Project with 'future' Director</b></li> </ul>	<b>October-March</b>
<b>PhD director formal allocation (co-direction/co-PhD)</b>	<b>November</b>
<b>Research project defence</b>	<b>1<sup>st</sup> May (deliver)</b> <b>1<sup>st</sup> June (defend)</b>



## TUTOR

- Liaise with PhD supervisor
- Liaise Director + Student with Programme Academic Committee
- Doctoral student academic follow-up
  - Validate your Research Project
  - Validate your yearly academic activities
  - Back up your special needs

## DIRECTOR AND RESEARCH GROUP

- Trimester calendar (10 weeks/ term)
- Work with PhD (Future)Director (individually) and research group (as a group)



# Seminaris de doctorat de 1r any: 2019-20

- **T1**
  - 9 Seminars
- **T2**
  - 3 Seminars
  - 2 Workshops
- Non ex-master students at DTCL: 2 Masters' courses
- CRAI Sessions
  - Online work with tasks (controlled by your tutor)
  - Managing bibliographical sources; generating your researchers' Ids

# Seminaris de doctorat de 1r any: 2019-20

## T1 (9 sessions)

### Academic orientation

- **Researcher's workshop**
- **General presentation of the programme**
- **Administrative procedures within the programme + Welcome to multilingual Catalonia**
- **Scholarships and grants**
- ***Pursuing a career as a researcher: The first steps***
- **What is the Research Project?**
- ***Ethics in Research* (Comissió Institucional de Revisió Ètica de Projectes (CIREP))**
- **Paper publishing (CICLIKS)**
- **Posters and effective oral communication (CICLIKS)**

# Seminaris de doctorat de 1r any: 2019-20

- **Posters and effective oral communication (CICLIKS)**

**T 2 (5 sessions) Academic consolidation**

**Research methods seminars(2 obligatoris-extensius):**

- **General introduction**
- **Quantitative methods**
- **Qualitative methods**

**Your research project presentations within the group (Attend yours and 1 more)**

Activity	Years 2-3
<ul style="list-style-type: none"> <li>• <b>Work on Research Project with Director(s)</b></li> </ul>	<ul style="list-style-type: none"> <li>• Upload your annual report every end of academic year</li> <li>• Approval by your PhD director(s) and Doctoral Academic Committee</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Doctoral workshop</b></li> </ul>	<b>Poster session summarizing your Phd</b>
<ul style="list-style-type: none"> <li>• Attend conferences and seminars</li> <li>• Spend 3-months at a foreign university</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Diposit the PhD 2 months before defence</b></li> </ul>	
<b>Defend PhD</b>	

Carmen Delgado, Profesor Titular académico, Proyecto docente e investigador



## TYPES OF PhDs

- **Conventional**
- **Compendium of 3/4 research articles (published – accepted for publication)**
- **“Doctorat Industrial”**

## DIRECTOR

- Guides and co-signs the research articles

## 5. ADMINISTRATIVE PROCEDURES

# ANNUAL EVALUATION Year 1



- **Campus Global + TCSO Application**
- **THROUGHOUT THE YEAR:**
  - Upload all academic activities followed (certificate/statement)
    - Seminars and activities attended
    - Seminar presentations and conference presentations given by you
    - Publications (Master's thesis + other)



- YEAR 1: Research Project (Plan de Investigación)\_June



# ANNUAL EVALUATION

## Years 2, 3

- Campus Global + TCSO Application
- YEARS 2, 3: Uploads an **end of year student report\_June**
  - Okayed by PhD Director
  - Okayed by Cohort Tutor



- PhD DIRECTOR: Uploads an **end of year director's report**



- Departmental Doctoral Committee's approval

## 6. SCHOLARSHIPS AND GRANTS



## International mention



- **3-month stay abroad at a foreign university (year 2/3)**
  - **(Grant given by the Department)**
  - 2 external reports issued by international experts
  - PhD defence committee with 2 international experts
  - 2 languages used during your defence
  - **OTHER GRANTS:**
- **PhD FUNDING**
- <https://www.upf.edu/web/phdfunding>

## 7. FINALIZING YOUR PhD YEAR 3

# Defence, assessment and prizes



- **Diposit: 2 months prior to...**
- **Your PhD DEFENCE**
- Presentation and discussion of your work:
  - PUBLIC defence
  - 30-40 minutes presentation+ questions from committee & answer time
- COMMITTEE: 3 EXPERTS (not your PhD director)
- Evaluation: Numerical (5-10; 10+ *Cum Laude*)
- Prize **EXTRAORDINARY mention**: Granted among 10+ PhDs
- **INTERNATIONAL mention (3 month stay at a foreign university+ 2 international experts on your committee + 2 languages used during the defence)**



THANK YOU VERY MUCH!!! Hope to see you  
around....