

ACADEMIC ACTIVITIES

PhD Biomedicine

Department Medicine and Life Sciences (MELIS)
Email: phd.biomedicine@upf.edu



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01

TOOLS

To manage your academic activities



TOOLS

There are **2 different tools** to manage and complete your PhD activities

aula global and **activities document** (inside your Doctorate Academic Secretary)



The AULA GLOBAL tool is used for monitoring your academic activities and submit the documents to complete the course



Activities Document
and Research Plan

The ACTIVITIES DOCUMENT tool is used to register the activities in your academic file. This registration will be done by the student, supervisor and the secretariat depending on the activity

TOOLS Aula Global

How to access Aula Global?

- From UPF main page www.upf.edu
- Access de UPF online campus (campus Global) by clicking the upper right corner
- You can find your Aula Global at the bottom of the campus global home page.

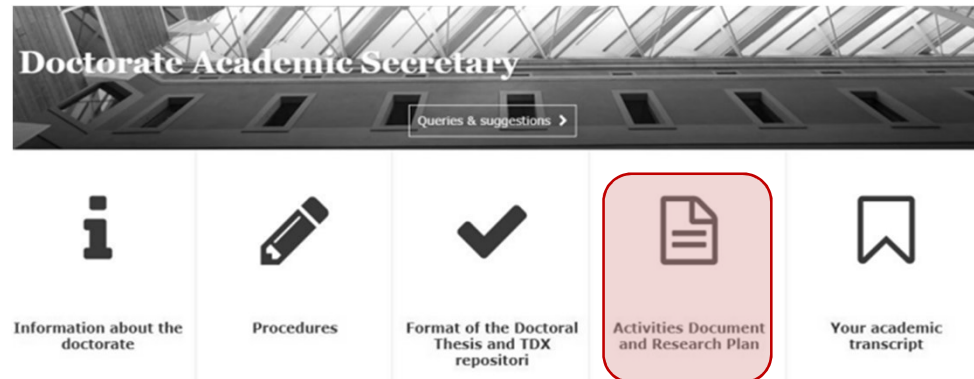


Inside the Aula Global you will find all the academic activities that you will need to complete in your current academic course: activities, deadlines and how to submit it.

TOOLS Activities Document

How to access your Activities Document?

- You will find it inside your **Doctoral Secretary**. From UPF Campus Global home page go to the section Aula Global and Teaching. You should find there a link to 'Doctorate Academic Secretary'
- Enter at 'Activity and Research Plan' section



TOOLS Activities Document

Mandatory activities

At the end of the year the Secretariat will upload all completed mandatory activities (that you previously submitted in your aula global):

- 24 → Science in action
- 25 → PhD Project Defence
- 26 → Seminars in Biomedical Research
- 68 → Scientific Publications



Registered
by the
Secretariat

Optional Activities

To enrich your PhD curriculum: for optional activities is the student who has to upload the information and the supervisor must do the online validation

- 29 → Research stay (you must inform the starting and ending dates and upload a copy of your stay certificate)
- 28 → Research seminars, courses and conferences (upload a copy of your activity certificate)



Registered
by the
student and
validated by
supervisor

Research Plan

Every academic year the student is responsible to upload his **research plan** in the Research plan TAB.




Registered
by the
student

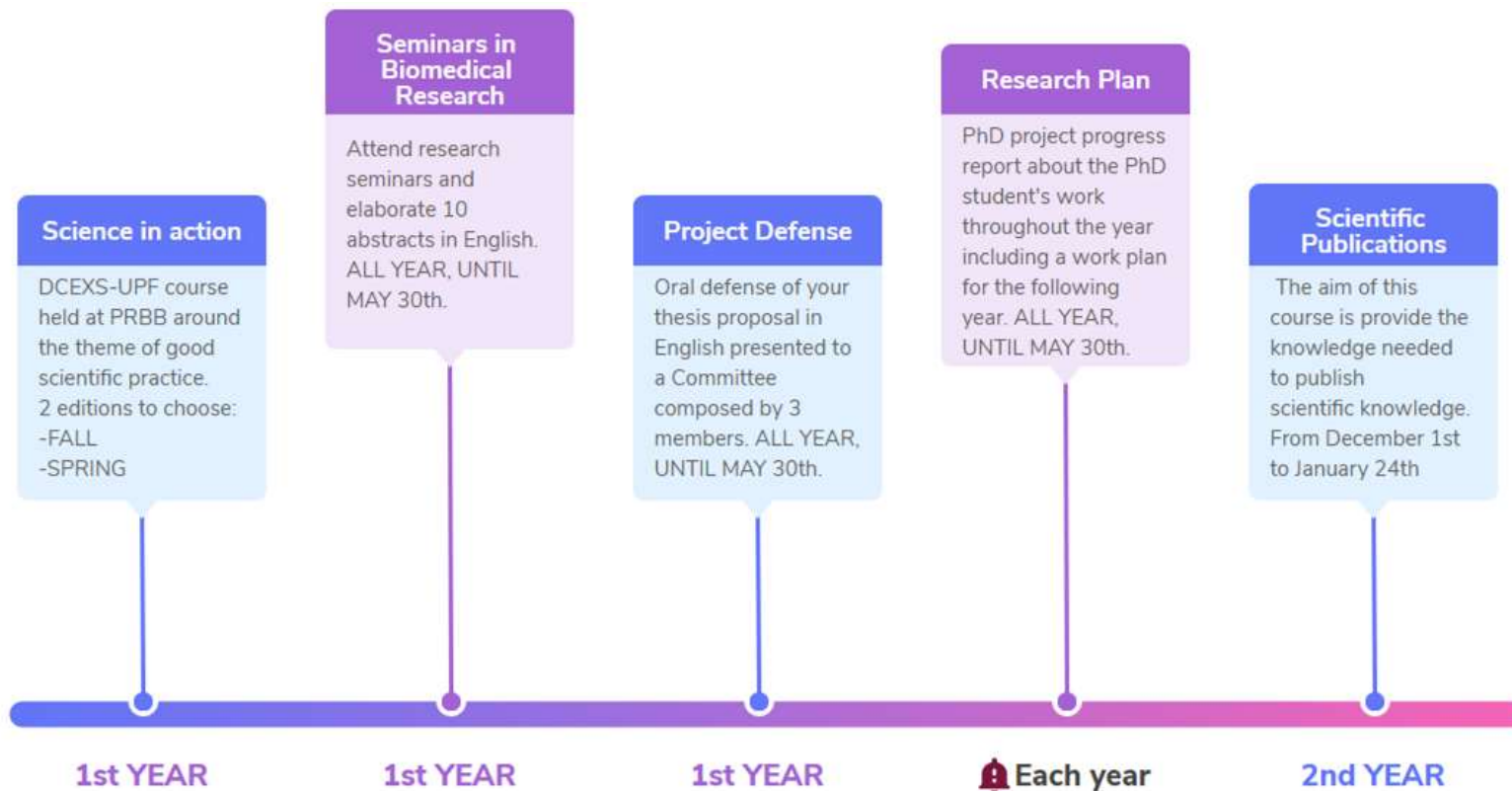
02

ACTIVITIES

Compulsory and optional activities
1st and 2nd year activities



ACTIVITIES Compulsory activities



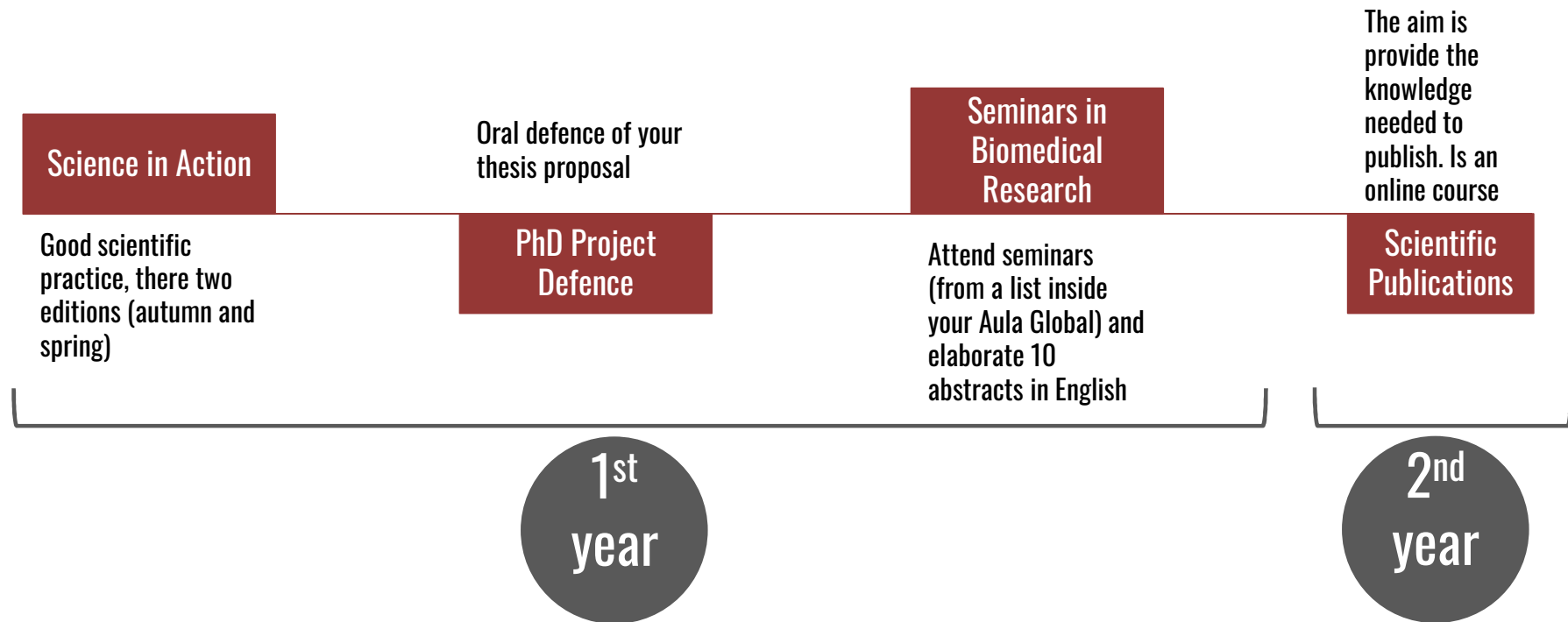
ACTIVITIES Optional activities.

❖ [CÍCLIKS](#) is a training programme for UPF doctoral students. **CÍCLIKS's mission** is to design and update a training plan and develop the research career of researchers during their doctorate. It allows to establish a meeting point for doctoral students from all the scientific areas of the UPF, opening the door to future interdisciplinary interactions and the impulse of networking dynamics.

❖ **RESEARCH STAY** for the [INTERNATIONAL MENTION](#) in the Doctoral Diploma.



ACTIVITIES 1st and 2nd year activities



You have to submit these activities in your Aula Global and the Secretariat will register it in your Academic Activities

03

RESEARCH PLAN



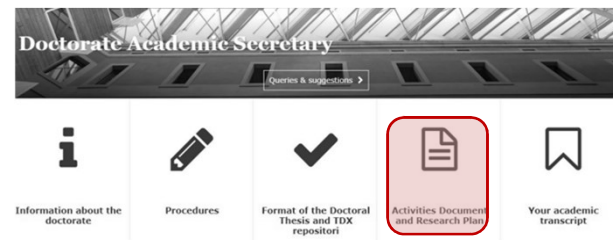
RESEARCH PLAN

RESEARCH PLAN (yearly)

- It is an abstract report about the progress of the ending academic year as well as your future objectives and planning for the coming academic year.
- The extension is 1-2 pages



IMPORTANT! You have to submit your Research Plan YEARLY in your Aula Global and in your Activities Document (inside your Doctorate Academic Secretaria). Is the only mandatory activity that you will have to submit in the Activities Document.



04

ASSESSMENT



ASSESSMENT

The Academic Committee of the doctoral programme will assess you every year. This assessment is based on the **annual academic activities** and **research plan**.

All students have 2 opportunities to be assessed for each academic year:



In the event of a negative or not presented assessment on the 1st deadline (May 31st), the academic regulations give the student the opportunity to be reassessed within six months (2nd deadline January 30th).