

Guidelines for an interim report

When accepting as a doctoral student at the Doctoral Center, the acceptance notice generally stipulates the preparation of an interim report of approx. 8,000 words after a period of 18 months.

If conditions were imposed in the notice of acceptance, the interim report documents that these conditions have been fulfilled and to what extent. Please use the PZNW template when preparing the interim report and use the headings to navigate more easily within the document.

A) The interim report is intended to describe the status of the work with regard to the exact research question, research methodology and the structure of the thesis and thus serves as a deepening and sharpening of the doctoral project presented in the exposé. The presentation of the results achieved so far and the methodological procedures used and planned are important. The report must also explain the reference to sustainability sciences and the interdisciplinarity of the approach. The aim is to make it clear where the project is currently in the doctoral process and to what extent it reflects the state of the art.

B) Alternatively, the interim report can be submitted in the form of an accepted peer-reviewed journal article in a recognized scientific journal. In this case, the approval of the examination board must be obtained in advance. The latter can refuse approval if there are doubts about the scientific quality of the selected journal. The manuscript should be submitted for review with the reviewer's feedback and information on the journal ranking. When submitting a scientific article, a three- to four-page classification and reference to the sustainability sciences and the interdisciplinarity of the approach must be presented. The aim is to make it clear where the project is currently in the doctoral process and to what extent it reflects the state of the art.