

Guideline for public presentations associated to the doctoral defence at the LAC

This guideline is **in addition** to the [“Schritte zu Ihrem Doktoratstitel am D-CHAB”](#) / [“Steps Towards your PhD in the D-CHAB”](#)

A public presentation taking place additionally to the doctoral exam will be organised as follows:

- The public presentation is **mandatory** for all doctoral students (1 CP) and may be listed on the *Kursbestätigung für Doktorierende* (Overview of Credit points).
- The presentation shall reflect the work carried out during the doctorate and shall address a knowledgeable audience. **The presentation has no influence on the result of the doctoral exam.**
- The **presence of the doctoral advisor (examiner) is mandatory**; the advisor **introduces** the speaker and **manages** the discussion/questions.
- The **examination committee and the Zweitbetreuer is defined** before the presentation (co-examiner/s) and is invited.
- The presentation takes place in the period between 3 to 12 months before the examination date.
- The presentation lasts **30 min.**: talk: 20 min., questions: 10 min.
- Each **doctoral student is responsible** for a timely initiation of the process; in consultation with the examiner / Zweitbetreuer / co-examiner/s, the presentation is defined for one of the fixed/upcoming presentation dates which are **Tuesdays late afternoon**. Up to 3 presentations may be scheduled on one date. Request of dates can be addressed to the institute's secretary.
- An **invitation** with name/title/time will be sent to the whole Department and published in the *Veranstaltungskalender* **at least 4 weeks prior** to the presentation by the institutes secretary.
- **EMPA / PSI** doctoral students associated to LAC have to fulfil the same requirements, except if they present already at their own institution.
- This regulation is valid for all doctoral students at LAC.