



# 2020 RESEARCH PROPOSAL DEFENSE

Timeline and Instruction  
23 March 2020



# About the Research Proposal Defense Meeting

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# I. Basic Requirements for Research Proposal Defense

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- (1) 学位论文选题应有明确的学术内涵，强调学术研究的方法训练，同时又具有应用前景，也可选择结合生产实践、解决实际问题的课题，鼓励学科交叉。
- (2) 要求学硕生广泛调查研究，阅读文献资料，在文献阅读基础上，分析国内外该研究方向的研究现状及发展动态，确定研究问题的定位，提出学位论文选题。选题应尽可能对学术发展、经济建设和社会进步有重要意义。
- (3) 论文选题应尽量结合本学科专业导师的科研课题进行，并且结合学硕生的科研基础和个人特长。
- (4) 应在规定时间内就所选课题的立论依据、国内外研究现状、研究内容、关键创新点、研究方案、技术路线、研究进度安排、可行性与研究基础等方面作学位论文选题报告，尽可能广泛听取专家意见。
- (5) 导师应就论文选题的全过程进行严格把关。

# I. Basic Requirements for Research Proposal Defense

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- (1) The topic selection of a dissertation should have a **clear academic concept**, emphasizing the academic research **methods**. The topic should have a **potential application** in the future, combining with production practice and **practical** problems' solution, and encourage disciplinary cross-cutting.
- (2) Based on the **extensive literature**, analyze the trends of the research, determine the positioning of research problems, and put forward the topic selection of the dissertation. The topic should be **significant** as much as possible to the academic development, economic construction and social progress.
- (3) The topic selection of the thesis should be confirmed by combining with the scientific research areas of the **research group** and the student' s background and personal expertise.
- (4) Argument basis, current research status domestic and abroad, research content, and innovations key elements, research plan, technical route, research schedule, feasibility and research basis, etc. Take the advice of experts as widely as possible.
- (5) The mentor should strictly control the whole process of selecting a topic.

## II. Implementation

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- ❑ The hardcopy of the Research Proposal should be filled in before the meeting, including the comments from the mentor.
- ❑ The committee should be consisted of more than three experts who are master's mentors.
- ❑ The student is expected to make a comprehensive presentation/briefing on his/her research topic and answer the questions from the committee.
- ❑ The committee would give a grade rating, decide if the student pass the defense or not, and sign on the form.
- ❑ Those who fail need to take another 3 months to apply for the second defense. The second failure will cause an expulsion.

# Timeline

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<b>Deadline</b>	<b>ITEMS</b>
29 March 2020	The first draft of the research proposal form and presentation slides
05 April 2020	Self-check and group check within the research group or IESD group
19 April 2020	Official Research Proposal Defense Meeting organized by IESD
3 May 2020	Proposal Submission

# Defense and Submission

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- Everyone shall have 8 mins to present and 5 mins to answer the questions.
- The information on the hardcopy must be consistent with the online submission.
- The expert committee should give the grade according to the presentation and the proposal.
- Online submission should be completed in Chinese.
- The form of Experiment Safety Risk Assessment need to be attached.
- If your research work need a permission to the laboratory, please fill in the form and get the signature from your mentor;
- If your research work doesn' t need a permission to the laboratory, please fill in personal info and the mentor shall state the fact you won' t enter the lab and sign.

# Submission after the defense

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- Research Proposal form and lab risk evaluation form;
- The cover and college name; should be filled in Chinese, especially student name
- The panelist names should be filled in correctly in Chinese;
- The evaluation grade from the panel should be filled in correctly;

## ***Important Reminder:***

- *The students shall fill in the form correctly and share the PDF file with IESD so that IESD would print it out.*
- *The mentor is encouraged to put the signed page (hardcopy) into the IESD mailbox at the lobby of Mingjing building so that IESD would fetch it and collect the signatures from the panelists directly. But the scan version is acceptable for the moment.*
- *The context in hardcopy and online submission should be consistent.*
- *Comments from mentors would be requested during online submission, you could kindly ask your mentors to provide it via wechat so that you could copy-paste only if the comments are in Chinese. Otherwise, you would tap in if it' s already in English.*



# Submission after the proposal defense

Deadline	To-do-list	Marks
29 April	<b>Revise</b> the proposal form and get the approval from the mentor.	Keep communication with the mentors
3 May	(1) <b>Online</b> submission via <a href="http://yjsxt.tongji.edu.cn">yjsxt.tongji.edu.cn</a> ; (2) <b>PDF</b> sharing to <a href="mailto:unep_tongji@tongji.edu.cn">unep_tongji@tongji.edu.cn</a>	
6 May	Hardcopy with <b>online</b> mentors' signature (just TWO pages) <i>Kindly ask mentors to put the signed page in the IESD mailbox at the lobby of Mingjing building so that IESD would fetch it.</i>	Scan version would be acceptable but the hardcopy would be needed later anyway.
11 May	IESD would get the signatures from the panelists.	
15 May	IESD would submit them altogether to the school	

# IV. Online Submission

- ❑ Open the website of [yjsxt.tongji.edu.cn](http://yjsxt.tongji.edu.cn).
- ❑ Choose the “**我的开题报告**” remarked in the left.
- ❑ Fill in the form **with the support of your mentor** coz there' s some information need mentor' s confirmation.
- ❑ **Complete** the online submission.
- ❑ All the information filled in should be in **Chinese**, including the topic.

同濟大學 研究生教育管理信息系統

2018 春 第6教学周

我的开题报告

学号:	<input type="text"/>	姓名:	<input type="text"/>	导师:	<input type="text"/>
论文题目(*):	<input type="text"/>			论文类型(*):	--请选择--
论文选题来源(*):	--请选择--	是否涉密(*):	否	论文涉密号:	<input type="text"/>
论文预计开始日期:	<input type="text"/>	论文预计结束日期:	<input type="text"/>	开题时间(*):	<input type="text"/>
参加开题报告专家组成员(*):	姓名	是否硕博/博导	学科专长	职称	操作
	<input type="text"/>	否	<input type="text"/>	<input type="text"/>	删除

专家组对开题报告的意见和建议(\*):

SAVE 保存 | SUBMIT 提交学院审核

请维护开题信息!

我的开题报告

Student ID:	<input type="text"/>	Name	<input type="text"/>	Mentor's name:	<input type="text"/>
Thesis title:	<input type="text"/>			Research type:	<input type="text" value="v"/>
Grants/Funding Projects:	<input type="text"/>	Whether it is confidential	<input type="text" value="否"/>	Paper confidential number	<input type="text"/>
When you will start your thesis.	<input type="text"/>	When you plan to finish the thesis.	<input type="text"/>	Proposal date:	<input type="text"/>
Panelist 报告专家组成员(*): Add	Name	Master's or PHD mentor	Major 长	Professor/Associate Professor	操作
	<input type="text"/>	<input type="text" value="否"/>	<input type="text"/>	<input type="text"/>	Delete
专家组对开题报告的意见和建议(*):	Comments and recommendations of the expert group <input type="text"/>				

save | Submit to the college for review

If the mentor is “教授” (professor), he or she is “博导”;  
 If the mentor is “副教授” (associate professor), he or she is “硕导”;

## Research type



论文类型(*):	基础研究
论文涉密号:	应用研究
	综合研究
	其他科技服务
开题时间(*):	

基础研究: Basic research

应用研究: Applied research

综合研究: Comprehensive Study

其他科技服务: Other technology services

论文选题来源(*):	973、863项目	
论文预计 开始日期:	国家社科规划、基金项目 教育部人文、社会科学研究项目	
参加开题报告专 家组成员(*): 添加	国家自然科学基金项目 中央、国家各部门项目 省(自治区、直辖市)项目 国际合作研究项目	导/博导
专家组对开题 报告的意见和 建议(*):	与港、澳、台合作研究项 企、事业单位委托项目 外资项目 学校自选项目 国防项目 非立项 其他	

1. 973、863项目： 973, 863 projects
2. 国家社科规划、基金项目： National Social Science Plan, Fund Project
3. 教育部人文、社会科学研究项目： Humanities and Social Science Research Project of the Ministry of Education
4. 国家自然科学基金项目： National Natural Science Foundation of China
5. 中央、国家各部门项目： Central and national projects
6. 省（自治区、直辖市）项目： Provincial (autonomous region, municipality) project
7. 国际合作研究项目： International cooperation research project
8. 与港、澳、台合作研究项： Cooperative research projects with Hong Kong, Macao and Taiwan
9. 企、事业单位委托项目： Entrusted projects by enterprises and institutions
10. 外资项目： Foreign investment project
11. 学校自选项目： School choice project
12. 国防项目： Defense project
13. 非立项： Non-established item
14. 其他： Other

## Grants/Funding Projects

Whether it is confidential

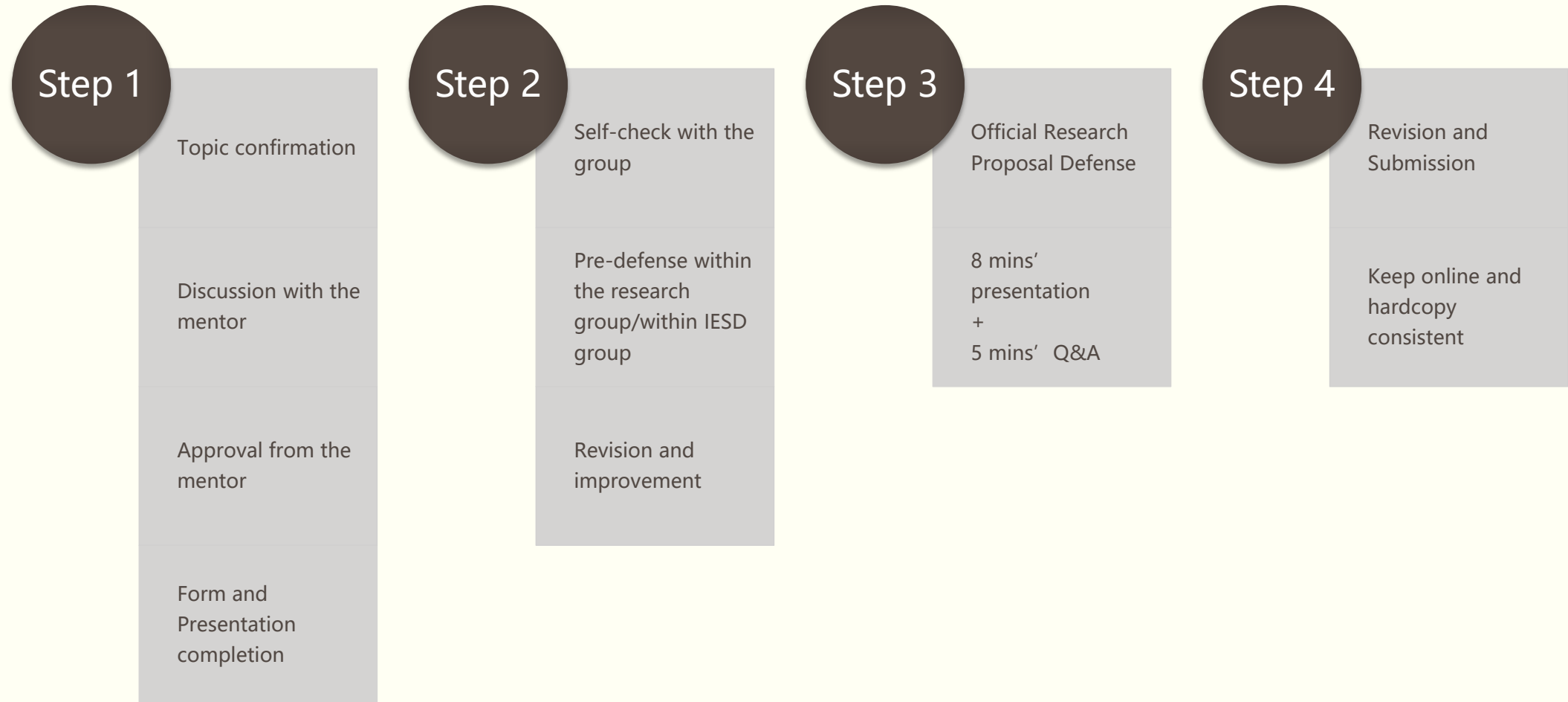
yes

是否涉密(*):	是
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no

# Overall in Research Proposal Defense

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# V. Suggestions

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- Self-check
  - Group check
  - Make your point
  - Accurately-scientific, Precisely-clear, Briefly-conclusive
  - Feasibility-practically and financially
  - Dream in the air but feet on the ground
  - Ready or not ready can't not fool others.
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- **P.S. Comments from the actual mentors, but the signature from the online mentor.**



# Academic Publication

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1. Corresponding author: actual mentor
2. The student should be 1<sup>st</sup> author, or you could be 2<sup>nd</sup> author but your online mentor should be the first author
3. Affiliation on the first order:  
College of Environmental Science and Engineering, Tongji University