



UNIVERSITÀ DI PARMA

DIPARTIMENTO DI DISCIPLINE
UMANISTICHE, SOCIALI E DELLE
IMPRESE CULTURALI

PhD Course in Psychology

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The PhD course Vision

This document contains a set of key aspects with respect to the vision of the PhD course and some indications and rules for carrying out the training and research activities related to the course and the preparation of the doctoral thesis.

It defines the rights and duties of the Phd student and the tasks of the role of PhD Board and of teacher supervisor of the Doctorate

INDICE

1 Aim of PhD caourse in Psychology	p. 2
2 Definition of the roles	p. 2
2.1 PhD student	p. 2
2.2 Teacher supervisor	p. 2
2.3 PhD coordinator	p. 3
2.4 PhD Board	p. 3
3. The Phd path	p. 3
3.1 PhD course structure	p. 4
3.2 International training	p. 4
3.3 Conclusion of the PhD course	p. 5
3.4 Degree completion	p. 5
ANNEX	p. 6



UNIVERSITÀ DI PARMA

DIPARTIMENTO DI DISCIPLINE
UMANISTICHE, SOCIALI E DELLE
IMPRESE CULTURALI

1. AIM

The PhD course in Psychology aims to train researchers capable of designing and carrying out basic and applied research in clinical, social, educational, health and organisational contexts. The analysis of psychological processes in complex contexts, the learning and development processes in typical and atypical contexts and of the processes involved in clinical and social intervention are the main themes that will guide the PhD students' research paths.

In order to develop the research skills necessary for the degree completion the PhD course includes different activities:

- (a) in-depth theoretical and methodological disciplinary and interdisciplinary training activities;
- b) activities for the acquisition of soft skills related, for example, to the ability to communicate and publicly discuss the results of one's research;
- c) internship and training activities carried out in collaboration with Italian and foreign universities, public bodies or companies.

The PhD of Psychology is a three-year programme.

The first year is dedicated to the in-depth study of a specific research topic, the identification of appropriate study methodologies and the conduct of a literature review; the second year is devoted to in-depth methodological study, research project design, data collection and analysis; the third year is aimed at systematisation, analysis and drafting of the final paper.

During the course, the doctoral student is expected to develop the aptitude to work in collaborative contexts, to critically discuss in Italian and/or English the problems tackled and the results obtained, and to achieve set goals of scientific productivity.

2. DEFINITION OF THE ROLES

2.1 *PhD students*

Over the three years, doctoral students are required to: (b) attend disciplinary and methodological seminars proposed by the Teaching PhD Committee or chosen autonomously in relation to their topic; (c) develop soft skills by presenting and discussing the state of the literature, the research project, the initial results with the Teaching PhD Committee and/or experts in the field; (d) develop agency competence (organising seminars, study days, working groups, etc.); e) to participate in summer or winter methodology schools, training periods abroad and scientific congress; e) to comply with the course requirements (see point 3. 1).

The PhD student undertakes to conduct his/her research activities on time, taking care of effective attendance at training activities and personal commitment, following the directives of the tutor. The PhD student undertakes to respect the principles of ethics and integrity of research.

In the case of carrying out the doctoral thesis in a company or external organisation (Industrial Doctorate or in High Apprenticeship or PNRR or regional grants), the doctoral student undertakes to comply with the guidelines defined by the Psychology PhD Course and attached.

The doctoral student undertakes to draw up an annual report on the activity carried out and a final report at the end of the doctorate on the overall activity. The doctoral student undertakes to answer questionnaires assessing the quality of the course during the three years of the doctorate and also for the three years following the end of the doctorate.

2.2 *Teacher Supervisor*



UNIVERSITÀ DI PARMA

DIPARTIMENTO DI DISCIPLINE
UMANISTICHE, SOCIALI E DELLE
IMPRESE CULTURALI

Each teacher supervisor is assigned by the PhD Teacher Board at the beginning of the course. He or she is responsible for directing the PhD student's path guiding the preparation of the research project and the PhD dissertation, and agreeing with the doctoral student on the programme of training activities to be followed during the course.

The teacher supervisor is a member of the PhD Board, possibly assisted by an external co-tutor subject to approval by PhD Board. In the case of doctoral programmes in partnership with universities or national or international research organisations (e.g. in visiting professor projects or funded by bilateral calls for proposals), the doctoral student will be supervised by two tutors, one for each of the institutions involved. Finally, in the case of industrial, high apprenticeship or PNRR doctorates, the doctoral student will also be supervised by a co-tutor proposed by the company and approved by the PhD Board.

The teacher supervisor is responsible for ensuring that the research work is carried out regularly. He or she must ensure that the PhD student has access to all materials, instruments and documents useful for his or her work, make himself or herself available to discuss the results and reschedule the research work when necessary. The working conditions must be such that the student learns not only the methodologies of research but also how to work as a team on a scientific project.

The teacher supervisor reports to the PhD Board of teachers his/her assessment of the research and training activities carried out by the doctoral student. This judgement is taken into consideration for the PhD student's admission to subsequent years of the course and for the final examination by the board and the coordinator.

Doctoral students and teacher supervisor may submit a motivated request to the PhD Board of teachers for a change of tutorship. Having assessed the motivations of both, the PhD Board of teachers may decide to assign the doctoral student to a different supervisor, provided that the latter is willing to guide and ensure the research activities consistent with the doctoral student's research project.

2.3. PhD coordinator

The PhD Coordinator is responsible for:

- ensuring the composition of the PhD Board and convening the meetings;
- organising training activities, including those aimed at the development of communication skills and the presentation of scientific results;
- specifying the conditions to be included in the call for doctoral candidates;
- ensure that the thesis project assigned is innovative and fits coherently into the research lines of the Doctorate;
- authorise the doctoral student to deposit the thesis;
- appoint, together with the PhD Board of teachers, the thesis evaluators and the members of the Final Examination Committee;
- inform the PhD students on the professional future of the PhDs who have previously followed previously attended the course.

In the event of absence or temporary impediment, the Coordinator's functions are performed by the Vice-Coordinator.

2.4 The PhD Board

The PhD Board of Teachers is responsible for:

- define the proposed activities for scientific training
- approving the annual reports of doctoral students and admitting them to subsequent years;
- authorise study periods abroad;



UNIVERSITÀ DI PARMA

DIPARTIMENTO DI DISCIPLINE
UMANISTICHE, SOCIALI E DELLE
IMPRESE CULTURALI

- approving the final report and admitting doctoral students to the final examination;
- appointing the thesis referees and the final examination committee.

3. THE PHD PATH

3.1 PhD course structure

PhD students are required to present the progress of their study and research work at various meetings with the PhD Board:

- Presentation and discussion of the state of the art literature (with written review): April/May, 1st year
- Presentation and discussion of the research project (with written draft of the project): December, 2nd year
- Presentation of preliminary results: May 3rd year

The publication requirements for admission to the following year are as follows:

- For passage to the second year (by 30 September each year): submission of an article (review, research note or empirical article) to an indexed or in first Quartile (Q1) scientific journal.
- For passage to the third year (by 30 September of each year): submission of an article (review, research note or empirical article) to a scientific journal indexed in first Quartile (Q1) (the article must be different from the one submitted the previous year)
- For admission to the final exam (by 30 September of the last year of the PhD): have a publication in a journal indexed in Q1, or a submission for that year to a journal indexed in Q1.

I requisiti in termini di pubblicazioni per l'ammissione all'anno successivo sono i seguenti:

Furthermore, during the first and second year, PhD students together with their supervisors are responsible for organizing a meeting with experts on the topic which will serve the following purposes: to discuss the topic of the research planned for the transition to the second year; to discuss the progress of their research project for the transition to the third year

PhD students may carry out, as an integral part of the training project and subject to the prior approval of the Coordinator, tutoring activities for students of the degree courses and teaching activities (teaching tasks within the limit of 21 hours per year). Teaching activities are optional and may be assigned to the PhD student only after consulting the teacher supervisor and subject to the prior approval of the Coordinator.

Doctoral students are required to participate in the seminars proposed by the Teaching Board, or to justify their absence in case of impediment.

Table 1 provides a scheme for dividing the doctoral student's commitment between training and research activities. For each training activity, 1 CFU is usually assigned for each half day.

Tabella 1

LEARNING ACTIVITIES	CFU		
	1° year	2° year	3° year
Disciplinary seminars, chosen independently by the PhD student in agreement with the teacher supervisor	7 (min)	7 (min)	11 (min)
Methodological seminars proposed by the PhD Board	13	11	4
Training activities for the acquisition of soft skills (proposed by the PhD Teacher Board)	5	5	5
Other training activities: <i>Summer o winter schools</i> <i>Discussion with the teacher supervisor</i> <i>Periods of study and research abroad</i>	35	47	40



UNIVERSITÀ DI PARMA

DIPARTIMENTO DI DISCIPLINE
UMANISTICHE, SOCIALI E DELLE
IMPRESE CULTURALI

<i>Scientific publications</i> <i>Participation in national and international conferences</i> <i>Internal training activities within the company (for industrial or advanced training doctorates)</i>			
TOTAL	60	60	60

3.2 Internazional training

It is considered very appropriate for the PhD student to spend a period of study and research at a foreign institution or university. For this purpose, it is possible to use the funds for PhD student mobility made available by the University of Parma. For the calculation of CFU, 5 CFU are attributed to each month spent in mobility.

3.3 Conclusion of the PhD course

At the end of the doctoral period, the PhD students must upload the final thesis, previously approved by the tutor, in digital format, to the appropriate platform. Furthermore, the PhD students must prepare a report summarizing the activity carried out, including: a brief description of the research project and summary of the results obtained throughout the doctoral course; a description of all complementary training activities (seminars attended, participation in courses and conferences, international training); a list of publications and conference presentations and any other qualifications acquired.

The supervisor's assessment of the activity carried out will be attached to this report, which will be sent to the referees and the evaluation committee.

3.4 Degree completion

The title of Doctor of Psychology is awarded following the positive evaluation of a research thesis that contributes to the advancement of knowledge or methodologies in the chosen field of investigation. The doctoral dissertation is written in Italian or English, or in another language with the prior authorization of the PhD Board. The thesis is evaluated by two external referees who express an analytical opinion on the thesis and propose its admission to public discussion or its postponement for a period not exceeding six months if they deem significant additions or corrections necessary.

Upon request of the interested party, the University will certify the achievement of the PhD degree. Furthermore, the University, upon request of the doctoral student and with the prior favorable opinion of the PhD Board, issues the Doctor Europaeus certification when the following conditions are met: the doctoral thesis also reports the results achieved during a research period of at least three months in one or more States that adhere to the European Convention; the doctoral student presents a favorable report, drawn up by at least two professors belonging to Universities established in States that adhere to the European Convention in question; the final examination Commission includes at least one member of a university institution of a State that adheres to the said Convention; the discussion of the thesis is held in Italian and in another language of one of the foreign States that adhere to the European Convention with the prior authorization of the Teaching Board.

ANNEX

GUIDELINES FOR INDUSTRIAL DOCTORATE in HIGH APPRENTICESHIP or PNRR/regional grants in cooperation with companies



UNIVERSITÀ DI PARMA

DIPARTIMENTO DI DISCIPLINE
UMANISTICHE, SOCIALI E DELLE
IMPRESE CULTURALI

Specific characteristics of the Doctorate in agreement with Companies/Institution

- This is a path shared by the University and the Company/Institution regarding the themes, objectives to be pursued, and methods.
- It is an opportunity for the Company/Institution to produce innovation in culture and services, and for the University to contribute to training professionals competent in the disciplinary sectors represented in the PhD Teaching Board.

Key points for the design of training paths for doctoral students in Industrial Doctorate

- Co-construction of the doctorate project: identification of objectives, themes and methods shared by the doctoral student and the academic and company tutors. This is a continuous and gradual co-design process that requires periodic comparison of all the protagonists; the project is conceived as a progressive construction and redefinition.
- Sharing of the doctorate path within the Company/Institution. Plan actions that allow the doctorate path to be conceived and tested as an opportunity not only for the doctoral student, but for the entire Company/Institution.
- Keep in mind the objectives set by the PhD Board for each year of the program: a) preparation of a literature review on a relevant topic; b) drafting of a research project; c) implementation of the project.

Actions to be enhanced during the three-year project

- These are actions that, declined differently depending on the specific areas and topics addressed, implemented within the timeframes defined by Company/Institution and University tutors, have the objective of "rooting" and "translating" the research path of the PhD student into the Company/Institution context. In particular, four specific actions have been identified that concern: an analysis of the professional context in which the doctoral student works, ongoing documentation of the scientific activities conducted, the training that the doctoral student can provide to colleagues and other employees, the implementation of the results obtained within the Company/Institution. These actions are to be understood as guidelines in consideration of the specific characteristics of the training paths.