

## How to do your PhD successfully (for new and advanced PhD-students)

Friday, October 28<sup>th</sup>, 4:30 pm – 8:30 pm | Lokal International

Between 30 and 50 % of all PhD students in Germany do not finish their doctoral theses. There are many reasons for that, but most of them can be eliminated: if you have done a master's or similar degree with good results you will be able to do a PhD too.

In this workshop you will learn how to focus as early as possible on finishing your PhD. The workshop covers the following topics:

- How to define and set goals, do time planning and time management
- How to deal with different requirements at the same time: research, publishing, guiding MA-students etc.
- How to motivate yourself and how to deal with demotivation
- How to structure the work and the writing process
- How to work with your supervisor
- How to keep in mind the formal procedures like “acceptance as PhD-student”
- Do's and Don'ts for PhD-students

Lecturer: Dr. Matthias Schwarzkopf is coach and trainer for scientists. He counsels PhD-students, PostDocs and Professors in their career. He has been responsible for the process of appointing professors in Jena University and has been head of LehreLernen – the training of teachers in higher education. He is cofounder of [karriereberatung-akademiker.de](http://karriereberatung-akademiker.de)

Registration until **Monday, October 24** via email obligatory:

[patrycja.zakrzewska@admin.uni-giessen.de](mailto:patrycja.zakrzewska@admin.uni-giessen.de). The following information is required to complete the registration for this workshop:

1. your name
2. your country of origin
3. your field of study
4. stage of your PhD (beginning, middle phase, end phase – writing the thesis, preparing for the defense etc.)
5. Are you a member of the GGL, GGS or GCSC?
6. Are you officially admitted as a PhD-student at the faculty?

**Please note that the registration for this workshop is binding!**