

Report guidelines for research projects supported by the GSU research fund

1. General information

- 1.1. Project title
- 1.2. Call No. / Year of approval
- 1.3. Name of applicant
- 1.4. Institute /Department
- 1.5. Contact Information
- 1.6. Official position and Contract period for temporary contracts

Additional for Call No. 1:

- 1.7. Study course or doctoral subject / currently acquired title
- 1.8. supervisor of the project (professor or postdoc)

Additionally for a group application for Call No. 1 and 2:

- 1.9. Project team and work distribution if applicable; adjustments if applicable

Additionally for Call No. 5:

- 1.10. Information on extent of teaching responsibilities (comparison to previous extent)

2. Research Project Report

Progress Report (max. 3 pages)

- 2.1. Short project summary
- 2.2. Research objective(s)
- 2.3. Presentation of present results
- 2.4. Can the work program be executed in the manner it was planned? Do changes have to be applied? If yes, which changes and why?

Final report project (max. 5 pages)

- 2.5. Project summary
- 2.6. Research objective(s)
- 2.7. Presentation of results
- 2.8. Discussion of results and future perspective
- 2.9. Could the research objective(s) be answered?
- 2.10. Could the project be implemented in the planned timespan and with the planned resources?
- 2.11. Which problems did occur during the process (e.g. not enough subjects, wrong method, too little time)? How were these addressed?

In case of initial funding (Call No. 2 and Call No. 3)

- 2.12. Could all proposal preparing activities be fully implemented? Was an adaption necessary?
- 2.13. Could the grant application for external funding be submitted to the intended funding organization? Or was the application submitted to another funding organization? Was no application submitted? Please name reasons.
- 2.14. Did the funding organization already give feedback?

- 2.15. In case of rejection: statement about the assessments
- 2.16. Were further project related proposals authored/ submitted? If yes, to which funding organization?

Please attach funding proposals and reviews (see 5.) Accepted proposals serve as best practice examples for other scientists at the DSHS.

Additionally for Call No. 5:

- 2.17. How do you transfer the research findings to teaching?

3. How does the project influence your research perspective / scientific career?

- 3.1. Did the funding influence the development of your scientific career positively? Please explain your answer briefly.
- 3.2. Did the funding refine your research profile and did you enhance your abilities to work independently in a scientific environment? Please explain your answer briefly.
- 3.3. Did the funding support your wish to work in a scientific environment in the future?
- 3.4. Do you already have a future perspective?

4. Handling of project results and further project activities

tabular listing

- Publications (status: in process, submitted at, rejected by, number of submissions)
- Conference participations (including number of posters and presentations)
- Awards, if applicable
- Trips abroad
- Cooperations (inside the institution, national, international)
- Submitted proposals, approvals, rejections, reviews
- Other funding, patents, spin-offs
- Further education (please name title)
- Possible uses for other scientists (project presentation/conference (in-house), public data storing systems, article in "Kurier" or "Impulse", FIS-entry)