

Schedule Research project, 2021/2022-Q2B

Week	Date	Activity	By whom
17 (1)	April 25 (Mon), 09:00-09:45	Module Introduction Tutorial: How to write a research proposal	Alessandro Chiumento Paul Havinga
	April 25 (Mon), 09:45 -10:30	Tutorial: How to find relevant scientific information	Marco van Veller
	April 25 (Mon), 10:45-12:30	Track meetings	Track chairs and Students
	April 26 (Tue), 10:45-12:30	Reflection II	Teachers and Students
	April 27 (Tue), 23:59	Selection deadline of research topic	Students
	April 28 (Thu), 10:45-12:30	Track meetings	Track chairs and Students
	May 1 (Sun), 23:59	Invite supervisors as PC members to Easychair; Fill the student-supervisor-grade list in Teams	Track chairs
18 (2)	May 4 (Wed), 10:45-12:30	Track meetings	Track chairs and Students
	May 8 (Sun), 23:59	Submission deadline of proposals	Students
19 (3)	May 9 (Mon), 10:30	Assign each proposal to the supervisor and 2 track students	Track chairs
	May 9 (Mon), 12:00	Send to PC about the assignment	Module coordinator
	May 10 (Tue), 10:45-12:30	Reflection II	Teachers and Students
	May 10 (Tue), 23:59	Students provide reviews on the proposals	Students
	May 11 (Wed), 23:59	Submit review comments of the proposals (go/no go decision)	Supervisors
	May 12(Thu), 9:00	Distribute review comments to students	Module coordinator
	May 12 (Thu), 10:45-12:30	Track meetings	Track chairs and Students
20 (4)	May 17 (Tue), 10:45-12:30	Reflection II	Teachers and Students
	May 19 (Thu), 10:45-12:30	Track meetings	Track chairs and Students
21 (5)	May 24 (Tue), 10:45-12:30	Reflection II	Teachers and Students
	May 25 (Thu), 10:00-10:45	Tutorial: How to write a scientific paper	Aiko Pras
	May 25 (Thu), 10:45-12:30	Track meetings	Track chairs and students
22 (6)	May 30, (Mon)	Send a no-go list to BOZ for mobility online purpose	Module coordinator
	May 31 (Tue), 10:45-12:30	Reflection II	Teachers and Students
	June 2 (Thu), 10:45-12:30	Track meetings	Track chairs and Students
	June 5 (Sun), 23:59	Mobility online registration	Students
23 (7)	June 7 (Tue), 10:45-12:30	Reflection II	Teachers and Students
	June 9 (Thu), 10:45-12:30	Track meetings	Track chairs and Students
24 (8)	June 14 (Tue), 10:45-12:30	Reflection II	Teachers and Students
	June 16 (Thu), 10:45-12:30	Track meetins	Track chairs and Students
25 (9)	June 21 (Tue), 10:45-12:30	Reflection II	Teachers and Students
	June 22 (Wed), 10:45-12:30	Reflection II: online optional seminar	Teachers and Students

	June 23 (Thu), 10:45-12:30	Track meetins	Track chairs and Students
	June 24 (Fri), 23:59	Submission deadline for reflective diary	Students
	June 26 (Sun), 23:59	Submission deadline of draft research papers	Students
26 (10)	June 27 (Mon), 10:00	Assign each paper to the supervisor and 1 track student	Track chairs
	June 27 (Mon), 12:00	Send to PC about the assignment	Module coordinator
	June 28 (Tue), 23:59	Review deadline of draft papers	Supervisors/Students
	June 29 (Wed), 9:00	Distribute review comments to students	Module coordinator
	June 29 (Wed), 18:00	Send to track chairs the form of draft conference program	Module coordinator
	June 30 (Thu), 10:45-12:30	Track meetings	Track chairs and Students
	June 30 (Thu), 23:59	Send to the module coordinator 1. best paper nominations of the track 2. the presentation order of the track	Track chairs
	July 3 (Sun), 23:59	Submission deadline of final research papers	Students
27 (11)	July 4 (Mon), 9:00	Send to PC about the final paper update	Module coordinator
	July 4 (Mon), 12:00	Add the best paper nominations in the website	Module coordinator
	July 5 (Tue), 23:59	Review deadline of final papers with final decisions	Supervisors
	July 6 (Wed), 9:00	Notification of decisions and distribute comments to students	Module coordinator
	July 6 (Wed), 18:00	Final conference programme	Module coordinator
	July 7 (Thu), 10:45-12:30	Track meetings: test presentation (can be earlier)	Track chairs and Students
	July 7 (Thu), 14:00	Camera ready paper submission	Students
	July 7 (Thu), 15:00	Update camera ready version to the conference progmmme	Module coordinator
	July 7 (Thu), 23:59	Review the grades and make the evaluation form; Send the forms to the supervisors and ask them to fill the forms during the conference, then send you back with signatures on Friday	Track chairs
	July 8 (Fri), 9:00-17:30	Online conference and presentations	All
	July 10 (Sun), 23:59	Upload accepted paper to UT student theses system	Students
28 (12)	July 14 (Thu), 17:00	Review the grades and add your signature in every evaluation form; Fill the student-supervisor-grade list in Teams; Send the signed evaluation forms to module coordinator	Track chairs
	July 14 (Thu), 18:00	Send grades and evaluation forms to Eaxam officen and BOZ, respectively	Module coordinator