

## Guideline for the preparation of the exposé for doctoral admission

### 1. Background

The exposé serves to illustrate the doctoral project to the future doctoral candidates and the doctoral committee. It describes the research field and the interest in it. It clarifies the relevance of the topic as well as the methodology for approaching the identified research gap.

With the exposé, the future doctoral candidates structure their considerations in order to convince other people. The target group is the interdisciplinary doctoral committee. The exposé also serves as an initial orientation and a quick start to the research work.

It should be mentioned that the exposé is a momentary report. This is because methods, timing and research questions change in the course of the research work.

### 2. Requirements for the exposé

#### a. Formal requirements

The doctoral regulations of 11.05.2022 define the general conditions for the exposé in § 3 para. 1 no. 2.

Scope: Cover page, five text pages and max. 12,000 characters (incl. blanks), plus bibliography

Outline:

- Cover sheet with doctoral thesis topic, name, name of supervising professor, date, contact data (email address);
- Introduction & context - information on the scientific location/background and connection to HCU (internal or external doctorate, involvement in ongoing third-party funded projects, own expertise, etc.) as well as, if required, on personal scientific research interests;
- State of research - explanations of the presumed need for research on the basis of relevant and significant literature sources;
- Scientific interest and research questions - justification of the research question and the scientific knowledge objectives
- Methodological procedure;
- Detailed time planning (note: the duration does not necessarily have to correspond to the duration specified in the doctoral regulations, but deviations should be explained);
- Bibliography at the end with all used literature sources in alphabetic order.

**Note:** When using images and tables, make sure that they are described specifically.

**Note:** To facilitate navigation in the document, page numbers and line numbers are recommended.

**Note:** The exposé may be written in English or German.

## **b. Content requirements**

The synopsis should show that the candidate

- has a good insight into the topic and the relevant literature, both qualitatively and quantitatively. Previous experiences and research as well as relevant scientific publications already done by the candidate him/herself should be mentioned.
- is able to categorize his/her work into the current scientific context.
- has grasped the state of the art in research - this should be referenced with relevant literature in the text according to scientific standards.
- can convincingly present the research gap and research questions, also to persons outside the field; special technical terms should be explained.
- has a good overview of the necessary methods and their application. Experience shows that this part of the exposé is discussed most intensively in the Doctoral Committee and should be formulated and executed in an understandable and comprehensible manner across disciplines.
- has planned the data, materials and equipment (laboratories, workshops, etc.) necessary for the work and checked their availability in advance.
- presented a comprehensible timetable that also considers possible iterations.

## **3. Expectations and recommendations**

- It is expected that the exposé has been discussed intensively with the supervisor before submission. This is documented by the supervisor's signature on the title page.
- An exchange within the research group with doctoral students and post-docs can also be helpful and provide valuable impulses.
- Pay attention to grammar, punctuation and spelling.

## **4. Procedure**

- Please submit the exposé with your application for admission for doctoral studies and the required documents to the office of the doctoral committee by the deadline.
  - o Once as a printout
  - o Once by e-mail as a pdf document
- The members of the doctoral committee review the exposé and decide on the acceptance for doctoral studies.
- The candidate will receive feedback regarding the acceptance or rejection of the application by email 5-10 days after the meeting.

### **Contact:**

#### **Office of the Doctoral Examination Board**

Email: [hcu-promotionsausschuss@vw.hcu-hamburg.de](mailto:hcu-promotionsausschuss@vw.hcu-hamburg.de)

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