

## Example of a two-day part-time schedule

### The doctoral examination

Tutor: John Wakeford

You will need to have at least 7 hours available distributed over the period of the course to take part.

Course materials

[Link provided to university regulations and postgraduate handbooks](#)



Pre-course

1. John will invite you to send him in confidence a **JotForm** for you to let him have some information on your research field, the anticipated date of your examination, any special topics you would like covering and if available your Gmail address.
  2. These topics will be used in tailoring the topics covered to meet your interests.
  3. You will receive an invitation from John to your preferred email address with a link to join the Google Docs first page and insert your name on it to confirm that you have joined the session
- All contributions should be made on Docs, but will only be visible to members of the group plus the Doctoral School administrator

### Indicative schedule with approximate timings

**Please join at the start of each day if possible but then drop in and out at your convenience**

#### Day 1

Questions submitted in advance listed on Google Docs anonymously

09.00 John will invite you to introduce yourself to the group and share your biggest fear or worry about PhD examinations

10.00 Amanda's Dilemmas: an account of the examination process by Amanda who has a PhD but never examined before.

What lessons are there for

1. Candidates
2. Supervisors
3. Examiners, and

#### 4. Institutions?

Refer to your University Regulations.

Which are relevant to the issues raised?

All participants will join with John in discussing on Docs

12.00 Presentation: making the best submission  
Questions

13.00 John's lunch break

14.00 Preparing to submit: questions and answers

16.00 The new *Good Viva Video* (link to be provided)

Questions and discussion

17.00 Mid-course review: best parts so far and suggestions for the second half of the course

Evening

No new material, but John will be on line from time to time until 22.00 to answer questions and make comments, and to reformulate programme for the next day.

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## Day 2

**Provisional: to be modified in light of suggestions made at end of first day**

09.00 Presentation: unpacking the viva at your university  
Discussion and questions

11.00 Kirsten's account of a challenging viva situation and what she did about it

Lessons for

1. Candidates
2. Supervisors
3. Examiners and
4. Institutions/Doctoral School

Discussion

13.00 John's lunch break

14.00 Question time: issues, advice, experiences, suggestions

15.30 Action planning: your plans and priorities

16.00 Suggestions to take back to your department

16.30 Suggestions for the Doctoral School

17.00 Evaluate this session and delivery

1. Would you recommend this session to your colleagues?  
(definitely, probably, not sure, probably not, or definitely not)
2. What were the best parts of it for you?
3. What should be changed for next time?

Evening

No new material, but John will be on line from time to time until 22.00 to answer further questions and make comments, and again at 09.00 on the following morning to check on any outstanding issues

The Google Docs pages will be left live for 7 days and then deleted.