

<https://www.universite-paris-saclay.fr/ecoles-doctorales/electrical-optical-bio-physics-and-engineering-eobe>

## **Ecole doctorale**

**Electrical, Optical, Bio: Physics and Engineering (EOBE)**

**Information and welcome meeting  
of new PhD students**

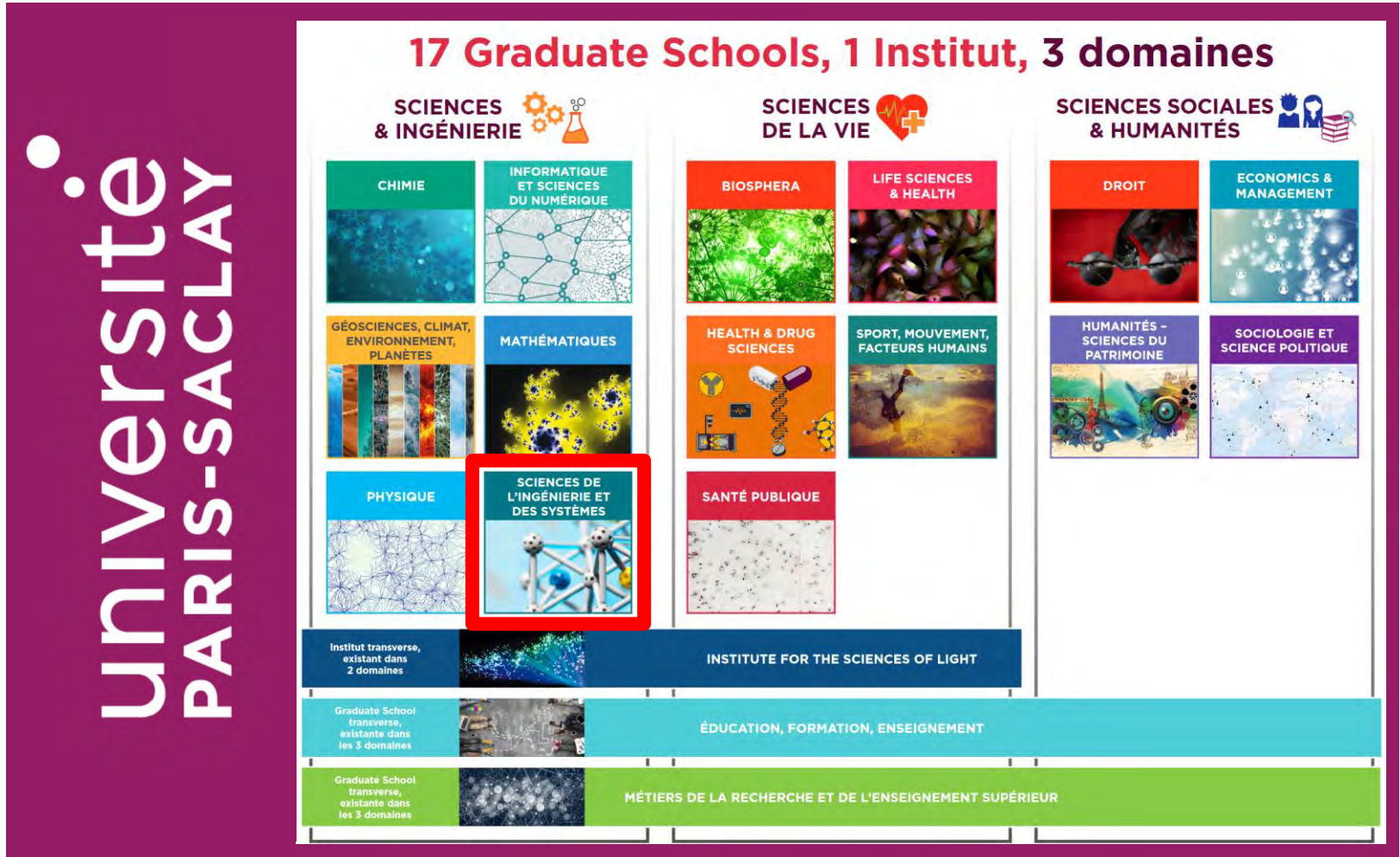
- ❑ **Introduction and presentation of the doctoral school**
- ❑ **The PhD project: several actors**
- ❑ **Scientific Follow-up committee**
- ❑ **Main points of the registration steps**
- ❑ **Doctoral training**
- ❑ **Information and good practices regarding the PhD project**
- ❑ **Your ADUM account**
- ❑ **Harassment**
- ❑ **Discussion & Questions.**

You are PhD students ...where ?

The logo of the University of Paris-Saclay, featuring the text "université" and "PARIS-SACLAY" in white on a dark red background. The word "université" is in a serif font, and "PARIS-SACLAY" is in a sans-serif font. There are three dots of increasing size above the "i" in "université".

université  
PARIS-SACLAY

## You are PhD students ...where ?



**Neuf Masters**

Mécanique

Énergie

Génie Civil

E3A

Sciences et Génie des Matériaux

Génie des Procédés et des bio-procédés

Ingénierie des systèmes complexes

Nuclear Energy

Calcul Haute Performance et Simulation

1200 étudiants en M1

1500 étudiants en M2

**Neuf axes forts de Recherche**

Material Science & Engineering

Biochemical, Chemical & Biomedical Engineering

Optical Science and Engineering

Telecommunication Engineering

Industrial Engineering

Fluid and Solid Mechanics

Electrical Engineering and Applied Physics

Automation, Control and Robotics

Computational Science and Applied Mathematics

**Quatre écoles doctorales**

SMEMAG

EOBE

Interface

STIC

**67 laboratoires**

**2800 chercheurs**

**Quatre ONR opérateur/opérateur-associé**

CEA

CNRS

INRAE

INRIA

<https://www.universite-paris-saclay.fr/graduate-schools/graduate-school-sciences-de-ingenierie-et-des-systemes-sis/graduate-school-sis-nos-4-ecoles-doctorales>

**Université Paris-Saclay**  
President : **Camille GALAP**

**Doctoral college**  
Director : **Sandrine ONGERI**

**Maison du doctorat (MDD)**  
Director : **Hamida MULLER**

**Graduate School SIS**  
Director : **Franck RICHECOEUR**

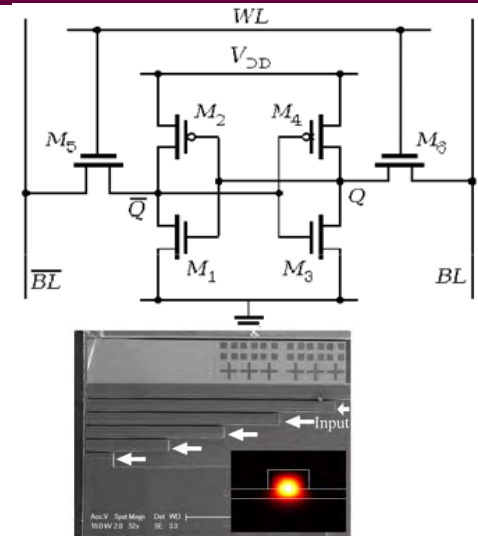
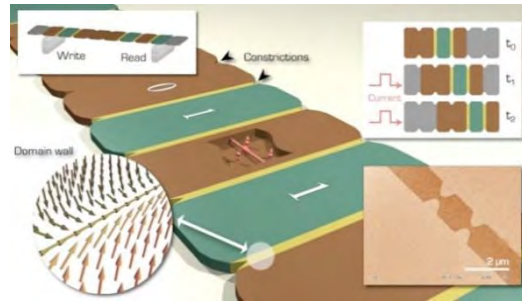
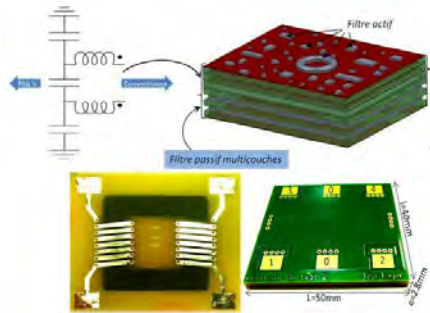
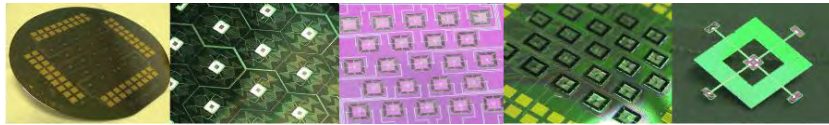
**Doctoral school EOBE**

**Director:**  
**Jean-Christophe GINEFRI**

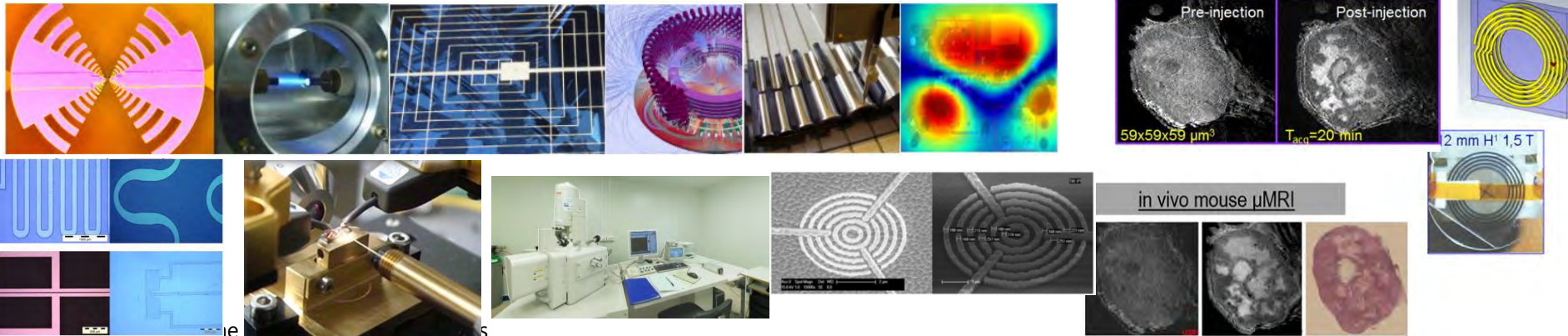
**Deputy directors :**  
**Jean-Paul ADAM**  
**Philippe DESSANTE**  
**Elie LEFEUVRE**  
**Frédéric MAZALEYRAT**  
**Riccardo MESSINA**

**Assistant:**  
**Julie Delegrange**

**Paris-Saclay doctoral chart et Internal rules of the Paris-Saclay doctoral college:**  
<https://www.universite-paris-saclay.fr/recherche/doctorat-et-hdr/textes-de-reference>



**Continuum between physics and engineering** in the domains of electronics-nanoelectronics, electrical engineering and electromagnetism, optics/photonics/optoelectronics, sensing (sensing devices, instrumentation, metrology), imaging methods and techniques for life sciences.



## 1. Electromagnetism and electrical engineering

Electrical engineering, materials and systems for energy

Electromagnetism, antennas, radars, electromagnetic compatibility, propagation, diffraction systems

Photovoltaïcs

Physics of discharges and applications

## 2. Electronics, spintronics, et photonics

Electronics, integrated circuits, architectures, RF/telecoms circuits

Optoelectronics, photonics, integration

Nanoelectronics, nanophotonics

Magnetism, microstructures, spintronics

**SIMULATION-MODELLING, MULTIPHYSICS SIMULATION, Modelling and characterization of SYSTEMS**

Micro-nano-systems, nano-micro-technologies

Materials, thin films

Sensors, instrumentation, physical measurements, metrology

Biophysics, on-chip biology and biosensors

## 3. Micro-nano-bio-technologies, microsystems, sensors, instrumentation, metrology

**RELIABILITY AND SYSTEM MONITORING**

Optical systems and metrology, physics of images

Date and image processes related to sensors and measures

Medical images, biomedical engineering, Physics for medicine

## 4. Optical systems/vision, physics and imaging systems for bio-medical appl.

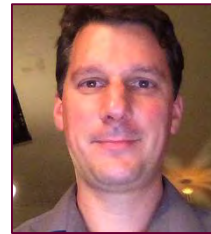


Jean-Christophe GINEFRI,  
Director the doctoral school



Julie Delegrange,  
Assistant 0169157849  
[Julie.delegrange@universite-paris-saclay.fr](mailto:Julie.delegrange@universite-paris-saclay.fr)

Deputy directors of  
the doctoral school:



Riccardo  
MESSINA

Elie  
EFEUVRE

Jean-Paul  
ADAM

Philippe  
DESSANTE

Jean-Christophe  
GINEFRI

Frédéric  
MAZALEYRAT

1. Electromagnetism and electrical engineering				✓		✓
2. Electronics, spintronics, photonics	✓	✓	✓			
3. Micro-nano-bio-techn., microsystems, sensors, instrumentation, metrology		✓	✓		✓	
4. Optical systems/vision, physics and imaging systems for bio-medical applications	✓				✓	

## Main research laboratories:

- C2N- Centre de Nanoscience et de Nanotechnologie -
- GeePs - Génie électrique et électronique de Paris -
- SATIE - Systèmes et applications des technologies de l'information et de l'énergie -
- LCF - Laboratoire Charles Fabry -
- CEA/DSV/I2BM/NeuroSpin/BAOBAB
- BIOMAPS : Imagerie par Résonance Magnétique Médicale et Multi-Modalités
- LITO - Laboratoire d'Imagerie Translationnelle LPQM - Laboratoire de Photonique Quantique et Moléculaire -
- BAOBAB (Construction de grands instruments pour la neuroimagerie : de l'imagerie en population aux champs magnétiques ultra-hauts)
- SONDRRA/Centrale-SUPELEC
- ESTACA LAB Versailles
- ONERA - Département Mesures Physiques
- LNE - Laboratoire National de métrologie et d'Essais.
- ...


✓ The doctoral school website contains most of the practical information:

- Everything is given in French and English
- FAQs for registration and for Defense

<https://www.universite-paris-saclay.fr/ecoles-doctorales/electrical-optical-bio-physics-and-engineering-eobe>

Regarding:

- The doctoral training
- The (re-)registration procedures
- The defense procedures



**But not at the moment:  
Cyberattack**

May you have any more question, you can send an email to Mrs Delegrange or to your direction board member.

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- ❑ Discussion & Questions.

## Role of the PhD supervisor:

- Ensures remuneration of his PhD students during the whole duration of the PhD
- Elaborates the PhD project in cooperation with the PhD student
- Ensures a **frequent and regular follow-up** of the thesis advancement
- Provides the needed resources for the accomplishment of the PhD project
- Encourages the PhD student to attend useful modules for his PhD project
- Commits to help the PhD student preparing the rest of his career
- Incites and helps the PhD student to publish his work
- Advices the PhD student for the writing of the manuscript and the preparation of the defense
- Proposes the two reviewers for the manuscript and the jury members for the defense
- Validates demands in ADUM (application, registration, jury, defense)

## Role of the PhD student:

- Leads the doctoral project
- Regularly informs the supervisor of the work progress
- Publishes results with the explicit agreement of the supervisor
- Writes a manuscript and defends
- Knows safety regulations, attendance, professional and intellectual property rules of the institution....
- Participates to tasks of general interest.
- Informs about his/her position during 5 years after the defense
- Attends mandatory trainings (ethics, open science, sustainable research, welcome day, « after the PhD » day))
- Votes for the representatives in the institution
- Handles registration and defense procedures

**INFORM YOURSELF (procedures, trainings, offers, ...)**

## Role of the Doctoral School:

### EOBE Assistant, Mme Delegrange:

- assists the EOBE management board
- ensures EOBE administration
- organizes appointments at the doctoral school
- analyzes and validates the completeness of registration and defense applications
- help you finalize procedures
- answers your questions
- advises you and directs you to the right contacts

### Deputy director (your EOBE referent) :

- analyzes and validates the scientific admissibility of procedures (modalities of the doctoral project, composition of the ISC, composition of the defense jury, etc.)
- discusses thesis progress with you at the annual registration meeting
- oversees doctoral training and the creation of a skills portfolio
- answers your questions
- advises you and directs you to the right contacts

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## Role of the follow-up committee

- ✓ **Monitor** the scientific advances of the PhD work
- ✓ **Detect and alert** on problems of moral/sexual harassment and discrimination

## Time line of the follow-up committee

- ✓ The PhD student meets its committee **EVERY YEAR**, well before each registration

**The follow-up committee gives its opinion about the registration**

**The CSI report must be uploaded in ADUM for all registrations (including 4th year and above).**

## Composition of the follow-up committee

- ✓ Ensures the independence of the committee and promotes the voice of the PhD student
- ✓ The follow-up committee includes :
  - At least **one specialist** in the discipline of the thesis, **HDR**
  - At least **one external** to the institution and the doctoral project.
  - **A non-specialist** external to the research field of the doctoral project, **internal to the University of Paris-Saclay** and acting as the **president of the committee**.
- ✓ The composition of the committee should **remain constant**
- ✓ The committee **members do not participate in the supervision** of the PhD
- ✓ The committee **members cannot be the thesis' reviewers**.
- ✓ The doctoral school ensures that the doctoral student is consulted on the composition of the follow-up committee
- ✓ The composition of the committee is established by the PhD supervisor

## Meeting with the follow-up committee

- ✓ **Before** the meeting (**early enough !!**): the PhD student organize the meeting (doodle..)
- ✓ **Before** the meeting (at least 2 weeks) : the PhD student send a 10-15 pages reports
- ✓ **During** the meeting : Organization in 4 steps
  - 1- the PhD student present it's work
    - Context, aims, methods/tools, results, perspectives, 20/25 minutes
    - The committee asks you question / discusses with you on the scientific work
  - 2- the PhD student discuss **ALONE** with the committee
    - Give your feeling, concerns, problems **NOT ONLY SCIENTIFIC**
  - 3- Your supervision team discuss alone with the committee
    - Give their opinion about you, useful information
  - 4- The committee presents, in front of everyone, a brief conclusion
    - General opinion, advices, warning
- ✓ **After** the meeting :
  - The committee writes and signs a report, and send it to you
  - the PhD student upload it in **ADUM** before the appointment for registration

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# Who follows you? Who can reply to you?

Mrs  
Delegrange



Your PhD  
supervisor



You, as  
the PhD  
student

Your referent at  
EOBE



Quickly contact your board member  
for any matter: conflict, health issue, etc

But before: have a careful look at  
the doctoral school website

To know who is your board member, consult the EOBE web site :

→ To determine your board member, search in the file below (each member is designated by his/her initials: FM, PD, SB, RM, JCG, JPA). You will find the name of your PhD director and, thanks to this, the name of the deputy director of the graduate school specifically responsible for you:

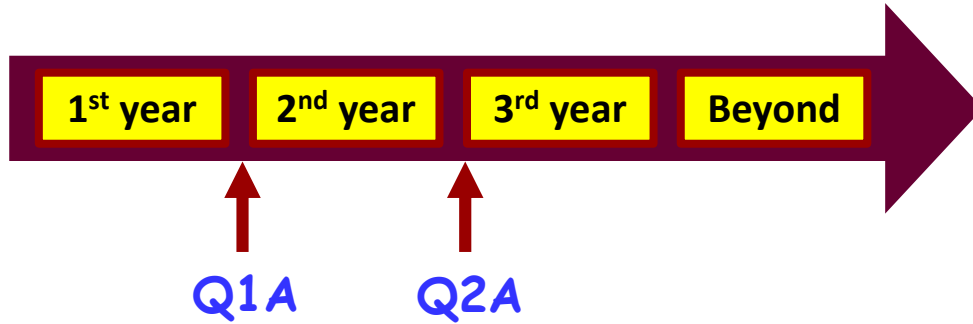
📄 référent ED septembre 2021 - (pdf 777.44 KB)

**READ  
THE  
CHECKLISTS**



+ specific appointments when required

- ✓ **Before** the appointment at the doctoral school with your referent:
  - You upload all the documents and finalize your demand (registration or defense)
  - The PhD supervisor validates the demand
  - The laboratory director validates the demand
  - The EOBE assistant validates the demand
- ✓ **During** the appointment at the doctoral school with your referent:
  - Your referent validates "hors catalogue" doctoral trainings
  - Your referent validates the demand
- ✓ **After** the appointment at the doctoral school with your referent:
  - You pay the tuitions fees (if you register)
  - The scolarity service validates the demand
  - The scolarity service submits it for signature by the vice-president
  - The vice-president signs the demand
  - You download available documents (registration certificate, defense documents...)



**3 questionnaires**, filled by :

The PhD candidate

The industry supervisor (CIFRE)

The PhD supervisor

We encourage you to read them early.

Focus on the questionnaire  
filled by the PhD supervisor:

- Technical skills for the PhD topic: A/B/C
- Scientific skills for the PhD topic: A/B/C
- Autonomy (can find information and solutions alone): A/B/C
- Ability to manage the research topic bibliography (find and draw an efficient synthesis): A/B/C
- Ability to find new solutions to problems: A/B/C
- Self-adaptation capacity (and ability to learn new tools and methods): A/B/C
- Ability to explain one's results: A/B/C
- Ability to organize one's scientific strategy: A/B/C
- Presence and punctuality: A/B/C
- Quality of the solicitations to group members (ask when needed): A/B/C
- Integration within the research team: A/B/C
- Quality of the professional relationship with the staff: A/B/C

A: Good  
B: Average  
C: Not enough

Conclusion: one reply between the four:

- I am trully satisfied of the PhD candidate.
- After initial difficulties, the PhD candidate has entered a positive slope regime for the project.
- I am doubtful that the PhD candidate can achieve his/her project.
- The PhD candidate cannot achieve his/her project.



## CONFIDENTIAL

This form will not be transmitted to your supervision to be sent by the PhD student to [questionnaires.edeobe@universite-paris-saclay.fr](mailto:questionnaires.edeobe@universite-paris-saclay.fr) before registration in the 2nd year

In case of difficulty to save the filled document, choose in the menu > file > print > print in a file > PDF

### Doctoral student's assessment of his 1st year of thesis

PhD student : Last name, First name

PhD supervisor : Last name, First name

Number of months since the beginning of the thesis:

cosupervision  cotutelle

Rating : A = yes      B = mixed opinion      C = no

Do you feel supported by your thesis director?

A    B    C

Are your supervisors available to answer your questions?

A    B    C

Do you have enough autonomy to manage your work?

A    B    C

Do you have the necessary means to carry out your work?

A    B    C

Can I find answers to my scientific questions in my work environment?

A    B    C

Does the scientific interest of the subject correspond to your expectations?

A    B    C

Is the quality of human relations with other PhD students good?

A    B    C

Are your human relations with the other members of the laboratory good?

A    B    C

I am globally satisfied with the way the thesis is going

A    C

I feel less well treated than other PhD students

A    C

I feel abnormal pressure from my supervisor

A    C

I would like to have a personal interview with the head of EOBE

A    C

## Follow-up committee

I have questions concerning the progress of my thesis and the scientific orientations and I would like to convene my monitoring committee in advance

OUI

NON

Amount of **scientific doctoral training** ([format Ed EOBE](#)) followed since the beginning of the thesis:

Amount of **professional doctoral training** ([format Ed EOBE](#)) followed since the beginning of the thesis:

**Thesis follow-up means** in the past year (laboratory mid-thesis defense, laboratory doctoral student day, presentations within the research team, etc). Dates, places, duration, to be specified:

**Possible additional comments:**

If you cannot fill in some fields (Pdf-X-change, Acrobat Reader, Sumatra pdf, for example, normally allow it), simply send your additional texts to [questionnaires.edeobe@universite-paris-saclay.f](mailto:questionnaires.edeobe@universite-paris-saclay.f)

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« Goal : acquire skills during the PhD »

Develop your skills during your PhD by :

- The phd work it-self
- Complementary trainings/activities

Ask yourself :  
What do I need ?

Count the acquired skills with points (not hours)

→ Get 180 points during 3 years

- 160 points for the PhD work
- At least 20 points for complementary trainings/activities

Type d'activité	Nombre de points correspondants
Formation du catalogue ADUM	5h présentes correspondent à 1point
Cycle de séminaires	5h présentes correspondent à 1point
Cours (M2, école d'été...)	5h présentes correspondent à 1point
Engagement associatif étudiant	1 à 3 points
Engagement dans la démocratie académique	Points en fonctions du temps de travail personnel
Engagement dans les comités d'évaluation et jurys	Points en fonctions du temps de travail personnel
Doctorant.e chargé.e de mission d'enseignement	7 points pour la formation à l'enseignement
Enseignement devant étudiants	Entre 10 et 25 HETD maximum : 5 points
Co-Encadrement d'étudiant.e.s en laboratoire	Maximum 3 points
Membre d'un comité d'organisation	Points en fonctions du temps de travail personnel
Participation à un programme de mentorat	1 à 3 points
Formation à la médiation scientifique	7 points
Activité de médiation diverses	5 points pour 20 jours maximum
Formations dédiées l'expertise ou la valorisation	7 points
Activités d'expertise ou de valorisation diverses	5 points pour 20 jours maximum
Autre activité formatrice hors catalogue	Points attribués en fonction de la durée

## « What kind of skills »

### Distributed in 6 blocks (each with sub-categories)

**BLOCK 1** : Conception, elaboration of an R&D studies and prospective approach

**BLOCK 2** : Implementation of an R&D studies and prospective approach

**BLOCK 3** : Valorization of the results of an R&D studies and prospective approach

**BLOCK 4** : Scientific and Technological watch on an international scale

**BLOCK 5** : Training and dissemination of scientific and technical culture

**BLOCK 6** : Management of teams dedicated to R&D studies and prospective activities

You should get skills in all blocks and well equilibrated

## Skills associated to the PhD work :

The **competences** related to your doctoral research activity are **automatically acquired** by obtaining the PhD degree

→ 160 points

You have nothing to do regarding this.

Skills associated to complementary trainings/activities: **20 points**

✓ **Trainings :**

- **Scientific:** improve your knowledge in a scientific domain.  
M2 courses, summer school, proposed by a doctoral school...
- **Professional:** improve professional skills, prepare your career  
Specific training, ADUM catalog
- **4 Mandatory trainings :**  
Ethic and scientific integrity,  
Open Science  
Sustainable research  
Sexual violence

✓ **Activities :**

- **Any activities done in the frame of your PhD**  
Teaching preparation, event organization, representative, student supervision

**More information :**

 <https://www.universite-paris-saclay.fr/en/recherche/doctorat-et-hdr/complementary-doctoral-activities-and-training>



## Two categories of trainings

- **Inside the ADUM catalog** : *Managed by Paris-Saclay doctoral training service*
  - You consult the catalogue
  - You choose a training
  - You register online
  - You attend and finalisez the training module
  - The doctoral training service validates your participation.
- **Outside the ADUM catalog** :
  - You find out a training (M2, summerschool, CEA, CNRS, ...)
  - You contact the person in charge of the training to register
  - You attend th training
  - You get a certificate of attendance (you don't have to take the exams)
  - You declare the training in ADUM and upload the certificate .

**Complementary activities = trainings outside the ADUM catalog**

## The ADUM catalog :

- Contains many scientific and professional trainings
- Proposes coherent trainings packs (6 career paths) :
  - Instructor in higher education or lecturer-researcher
  - Research, within the private sector R&D
  - Consulting, studies and expertise, prospective and strategy
  - Entrepreneurship and innovation
  - Scientific mediator, scientific communications and journalism
  - Valuation of innovative research projects: from concept to market

## Example of career paths

' Innovation consultancy and expertise ' Training path		
	City	Person in charge
- Tous Experts! Label	Présentiel- l'ENS Paris-Saclay (Gif-sur-yvette)	aurelie dudezert
' Higher education ' Training path		
	City	Person in charge
- Atelier 'Définir et clarifier ses méthodes d'enseignement'	ORSAY 91400	Sandrine DON
- Atelier 'Soutenir la motivation des étudiants'	ORSAY 91400	Sandrine DON
' Scientific mediation, communication and journalism ' Training path		
	City	Person in charge
- Construire et animer une action de médiation scientifique pour les jeunes, autour du débat science-société	ORSAY	doctorat formations
- Formation de base : Concevoir un projet de vulgarisation innovant en 2 jours !	Gif-sur-yvette	doctorat formations

## Manage complementary trainings and activities in your ADUM space

The screenshot shows the 'Espace personnel' (Personal Space) of a PhD student. The interface is divided into several sections:

- Navigation:** 'Espace personnel', 'Mon profil', 'Questions', and a search bar.
- Progress:** 'Qui êtes-vous?', ' Vos diplômes', ' Votre thèse', ' Personnalisation', ' Confirmation'.
- Left Sidebar:** 'Etat civil', 'Coordonnées', 'Rattachement administratif', 'Financement', 'Déroulement Thèse', 'Langues vivantes', 'Documents à joindre', 'Gestion affichage', 'Employabilité', 'Situation professionnelle', 'Publications'.
- Main Content:**
  - Mon profil:** 'Affichage sur le web', 'Changer mon mot de passe', 'Mon CV', 'Ma photo (jpg)'.
  - Procédures:** 'Votre profil est enregistré en 4<sup>ème</sup> année de these pour 2015-2016', 'Je soutiens ma these dans les 3 mois'.
  - Espace carriere:** 'Consulter les offres d'emploi', 'Mon portefeuille de compétences', 'Mon employabilité', 'Ma situation professionnelle', 'Mes productions scientifiques'.
  - Formations (highlighted with a red box):** 'Catalogue', 'Récapitulatif de participation aux formations', 'Formations en cours', 'Ajouter une formation "hors catalogue"'. A red line points from this section to a yellow callout box.
  - Documents administratifs:** 'Les documents sont à imprimer au format portrait.' Below this is an 'Inscription' section with links: 'Formulaire CNIL (Attestation d'enregistrement ADUM)', 'Procédures et documents de références', 'Charte des theses', 'Liste des pieces a fournir', 'Autorisation d'inscription en doctorat', 'Dossier de scolarité'. A red line points from this section to another yellow callout box.
  - Fiches pratiques:** 'Consulter' button.

All doctoral trainings can be managed here

Declare trainings outside the catalog here

Private space

My profile

My career

Questions

Validated Ongoing To be done

## Manage your skills in your ADUM space

Civil status

Contact information

Administrative attachment

Status and Funding

Thesis progress

Foreign languages

Display management

Individual training contract

Thesis follow-up members

Documents to be attached

Professional career

Publications

### Competencies and portfolio

Your profile will be accessible to recruiters and the research community, so consider updating your profile regularly to keep it up-to-date.

Did you teach? (university, number of hours)

Are you looking for a job ?  no  yes

#### Professional project \*

- Teacher/researcher, higher education teaching personnel
- Researcher within an academic field
- Researcher within a company, R&D in the private sector
- Steering research and innovation, managing innovative projects, steering innovative structures
- Work relating to research assistance and support, innovation and promotion, developing innovative Spin-Offs and Start-Ups
- Expertise, studies and counselling within organisations, cabinets or companies providing intellectual services, scientific, prospective or strategic expertise
- Entrepreneur within innovative fields
- Scientific mediation, scientific communication and journalism, scientific edition, international relations
- Other

Technical skills

Transverse skills

Competencies and portfolio

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## PhD duration

- ✓ The by-default duration is 3 years, it's short
  - ✓ More than 3 years is possible if further funding is present to support the extended period. Everything should be anticipated.

The PhD supervisor and yourself have to anticipate this deadline (at least 6 months before).

All along the PhD :

Enthusiasm, dynamism, methodology, ability to work with other people are generally key points for success.

# Publications

- **Valuation of works:**  
Seminars, congresses, publications
- **How many?:**  
By default, **one journal paper and one intern. conf. com.** are required by the EOBE doctoral school
- **Advice :**  
Participation to at least **one international conference**
- **Remark:**  
The communication of any result needs the explicit **agreement of the PhD supervisor**



# The defense (1/3)

- **Conditions :**
  - Writing the PhD thesis
  - Agreement of the supervisor
  - Sufficient scientific production
  - Validation of all mandatory trainings
- **Important steps**
  - Designation of the jury, including two external reviewers
  - Legal deposit of the thesis: ADUM + contact with the library
  - Authorization to defend according to the reviewers' reports

## The defense (2/3)

- **Writing the PhD thesis**

- Full report different from the papers
- Not gathering the papers

**Sometimes a very difficult step ! :**

- Test before your ability to organize ideas and write.
- Allocate enough time for writing the manuscript in agreement with your PhD supervisor.



- **Language:**

in French by default

or in English + an extended summary in French (5-10p)

- **Defense:** in French or English

## The defense (3/3)

- **The doctors' oath**

- Once the jury has awarded you the title of Doctor, you will have to pronounce the doctor's oath related to scientific integrity :

*"In the presence of my peers. Having completed my doctorate in [speciality], and having thus practised, in my quest for knowledge, the exercise of a demanding scientific research, cultivating intellectual rigour, ethical reflexivity and respect for the principles of scientific integrity, I commit myself, insofar as it depends on me, in my professional career, whatever the sector or field of activity, to maintain an integrity conduct in my relationship to knowledge, my methods and results. »*

## Doctorate awards ceremony!

In July, at CentraleSupelec



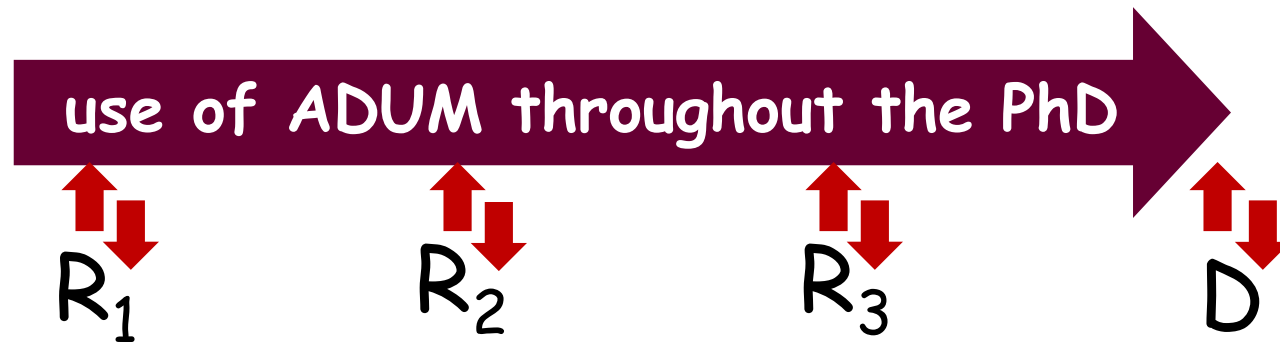
## Get the PhD degree:

- During the ceremony
- Before/after at the MDD



- ❑ Introduction and presentation of the doctoral school
- ❑ The PhD project: several actors
- ❑ Scientific Follow-up committee
- ❑ Main points of the registration steps
- ❑ Doctoral training
- ❑ Information and good practices regarding the PhD project
- ❑ **Your ADUM account**
- ❑ Harassment
- ❑ Discussion & Questions.

MAIN TOOL THAT WILL FOLLOW YOU ALL ALONG THE PHD  
(AND THAT MAY BE USED AFTER):  
all procedures are paperless, everything is done through ADUM



$R_j$  = Registration « j »  
D = Defense procedure (soutenance)

Any question :



Mrs  
Delegrange



Your EOBE referent



## In ADUM, you :

### Fill in informations :

*Publication list  
Out-of catalog trainings,  
Any changes (funding, locations...)  
Teaching or othe activities,  
Acquired skills.....*

### Upload important documents

*Activity report,  
Documents for registration,  
Jury members,  
Certificate of attendance*

### Download important documents

*Status of complementary trainings  
Scholarity certificates  
Documents for the PhD defense  
Forms for jury member in videoconf...*

### Take administrative steps

*Registration procedures  
Defense procedures  
Pay the tuition fees*

**Be familiar with it !**

Regarding all the administrative steps:  $R_1+R_2+R_3+D$  (+ additional  $R_{js}$ , if needed):

**Respect the checklists**



- ❑ Introduction and presentation of the doctoral school
- ❑ The PhD project: several actors
- ❑ Scientific Follow-up committee
- ❑ Main points of the registration steps
- ❑ Doctoral training
- ❑ Information and good practices regarding the PhD project
- ❑ Your ADUM account
- ❑ Harassment
- ❑ Discussion & Questions.

**Do not accept** : harassment, violence, discrimination

**Listen** to the victims

**Advise** victims

**Denounce** the harassers

If you are a witness or a victim, **ALERT** :

Your supervisor, the head of the lab, the doctoral school, a PhD student representative, the dedicated unit of Paris Saclay....

= **say it !!** =

**Dedicated unit:** [harcelements@universite-paris-saclay.fr](mailto:harcelements@universite-paris-saclay.fr)

**More information:** <https://www.universite-paris-saclay.fr/vie-de-campus/lutte-contre-les-discriminations-et-les-harcelements>

✓ **EUGLOH**

*Eric Cassan*

✓ **SATT**

*Denis Kuzzay*

✓ **MISS**

*Valérie Aubry-Foruna*



## European University Alliance for Global Health

- Alliance of European universities
- Many training opportunities
- "European Doctorate" label
- And more....

Get all information here :

<https://www.universite-paris-saclay.fr/loffre-de-luniversite-europeenne-eugloh-aux-doctorants>

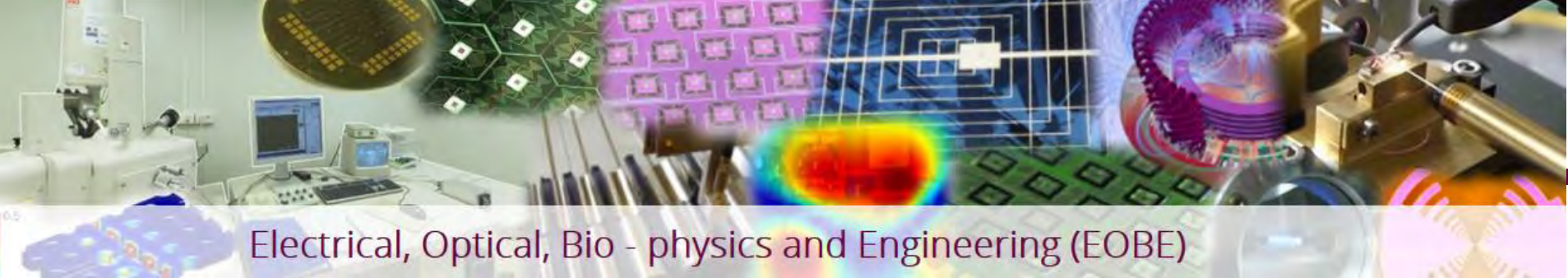


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Electrical, Optical, Bio - physics and Engineering (EOBE)

**Thank you for your attention**

...

**Discussion & Questions**