



UNIVERSITÀ
di VERONA

— unibz Freie Universität Bozen
Libera Università di Bolzano
— Università Liedia de Bulsan



Department of Foreign Languages and Literatures
PhD programme in Linguistics
Cycle XXXVIII
Coordinator: Stefan Rabanus

PhD students meeting, 5 October 2022

1. Basic information

- you have "student" status, you have to collect ECTS credits by attending classes (only small amount of hours) and doing research (lots of hours): 60 ECTS credits per year
- teaching activities are organized in UniVR and UniBZ (= Faculty of Bressanone/Brixen), additionally by professors of UniMR
- 3rd year students of the Linguistics track of previous PhD programme (in Foreign Literatures, Languages and Linguistics) in actual facts are members of the new PhD programme in Linguistics
- all information on the PhD programme's web site
→ <https://www.dlls.univr.it/?ent=cs&id=1007&lang=en>

2. Activities

- research project: in concert with your supervisors ("tutor" and "co-tutor"), other members of the PhD board and, in case of "cotutelle de thèse" an additional supervisor from abroad
- submission deadline for PhD thesis (cycle XXXVIII): 2st November 2025
- teaching classes / ECTS credits for classes (type: "crediti di didattica")
 - first year: 8 ECTS credits PhD programme + 8 ECTS credits PhD school
 - second year: 8 ECTS credits PhD programme + 8 ECTS credits PhD school
 - third year: 4 ECTS credits PhD programme + 4 ECTS credits PhD school
- N.B.: "crediti di didattica" (for compulsory classes) vs. "crediti di ricerca" (everything else)
- classes organized on PhD programme level - complete catalogue here:
→ "[PhD Programme courses/classes](#)"
- classes organized on PhD school level in several areas
 - language skills: English academic writing and presentation skills; Italian; all other language classes offered by the University Language Center (co-called "CLA")
 - computer skills/Digital Humanities
 - statistics

→ practical issues connected to research, such as grant writing, intellectual copyright issues, organization of conferences etc.

→ general culture: “lectiones magistrales”

- list of classes here: <https://www.univr.it/en/phd-schools>
- assessment/end-of-the-year tasks (for the middle of September)
 - submit documentation of acquired ECTS credits (compile form)
 - submit report of everything you did during the year
 - submit term paper (= assessment method for the compulsory classes)
 - present your results in a talk in the end-of-the-year meeting of the PhD programme
- periods abroad: to the extent that is necessary in order to reach your objectives

3. Money

Monthly scholarship

- + funding for ‘ordinary’ research activities (conference participation etc.): additionally 10% of the scholarship per year = approx. Euro 1500
- + increase of your monthly scholarship for (research) periods abroad
- + funding for ‘extraordinary’ research activities abroad (connected to the research project)
 - European Union: Erasmus+ for Traineeship programme
 - Worldwide: call for applications published by the PhD school
- + reimbursement of transportation costs spent in order to attend classes or other activities in the partner universities (for travelling from Bressanone/Bolzano to Verona or from Verona to Bressanone/Bolzano)
 - ask for authorization as “missione” (see below, “Bureaucracy”)

4. Italian

- University language center (CLA) offers Italian classes for all levels, even for absolute beginners
 - schedule of basic Italian classes: <https://cla.univr.it/it/didattica/-/esercitazioni/CLA-ITA>
 - Italian courses provide ECTS credits on PhD School level!

5. Bureaucracy

- authorization has to be requested for
 - “missioni”: conference participation, periods in research institutes, archives etc.
 - work: authorized only if connected to the research activities up to a max. 150 h. per year (PhD is full-time activity!)
- authorization procedures (at the moment “paper” work → shall be digitalized soon!)
 - get forms from the “Intranet di Ateneo” (you need GIA username [xxx@univr.it] and password) following the path:
 - [Come fare per > Dottorati > La mia carriera come dottorando](#)

- “missioni”: bring the request to the Coordinator for signing (N.B.: authorizations for “missioni” longer than 6 months have to be granted by the PhD board during a PhD board meeting, hence, ask them long before you want to go abroad) and then send the signed request to the offices:
 - ufficio.protocollo@pec.univr.it
 - work: please send compiled forms directly to ufficio.protocollo@pec.univr.it (N.B.: authorization granted by the PhD board, not by the Coordinator)
- for administrative support/contact to the offices
 - log-in on <http://www.univr.it/helpdesk> with your student's credentials (xxx@studenti.univr.it) and password
 - telephone: 045 802 8448, from Monday to Friday 9.30-12.30

6. Locations

- teaching activities: mainly in the "Co-Working" lecture room
- PhD students common rooms: Lingue building 2nd floor, Rooms 2.04 and 2.12

7. Edit your personal web page

→ my UNIVR / dbERW / Menù principale / Personale / Dati personali

Select the entry with your name and date of birth and select **Modify**: In *Dati Anagrafici* you can add personal information as well as a basic introduction (in empty field for *Informazioni di presentazione*). Scroll further down to find place to add **Curriculum** and **Photo**.

Important: you have to enter in the area from the university network or via vpn!

Do you not see *Menù principale*, but only *Compatta/Espandi tutto*? This is a bug and needs to be fixed by a technician. Just email Luisa Mancini (luisa.mancini@univr.it) to have it fixed.

LiVe Lunches

Need to rehearse a presentation and receive more feedback than an empty room can provide? Or are you simply looking for a bit of support and encouragement from your fellow PhD students?

Have no fear, the LiVe Lunch is here!

This weekly get-together is organised in Verona for and by all interested PhD students in the Lingue departments of both Verona (Languages and Literatures, Linguistics) and Bolzano (Linguistics), and provides us with the opportunity to present our research in an informal setting, discuss ideas and issues, and help each other with feedback and suggestions.

Every LiVe Lunch, someone presents (either alone or in collaboration) their PhD research, a side project, or a PowerPoint they have worked/are working on, concerning any topic related to language, literature or linguistics.

So please, don't be shy, it's your time to shine! **October, 19th** and **October, 26th** will be dedicated to **YOU**, our first-years, so that you can tell us a little bit about yourselves and your projects. It will be a great opportunity to get to know the other PhD students, from all subject areas of the involved PhD programmes. Each speaker has from 10 to 15 minutes for their presentation – don't worry, it can't be worse than the interview(s) you have had before!

Please tell us which of the two dates suits you better by filling the following Doodle form:

→ <https://doodle.com/meeting/participate/id/aQ0KGJ5e>

To facilitate attendance (some of you might be elsewhere), the LiVe Lunches will be held both in presence and via Zoom. You will receive the Zoom link in due time. Needless to say, in-presence attendance is highly recommended on the day of your presentation, and, in general, strongly encouraged for everyone. Naturally, everyone can present more than once during the year!

We usually schedule the presentations through the Google sheet linked below:

→ https://docs.google.com/spreadsheets/d/11SKuqkXp2noRBWyueUQfAFP_ITqBC9IN/edit#gid=25187289

We also have a page on Google sites, which is an archive of past events (and we will try to update it constantly):

→ <https://sites.google.com/view/livelunch/homepage>

If you have further doubts or requests, please write at:

emanuele.bernardi@univr.it

giulia.dagostino@univr.it

Looking forward to seeing you soon!