

## **Progress, Problems and Plans Research Progress Summary**

**DD / MM / YY**

### **The 6 Month Research Objective**

This section of the PPP summary form should contain a brief (maximum 200 words) statement of the overall research objective that is being pursued over the current 6-month period. The null hypothesis and the alternative hypothesis should be clearly stated. The literature survey, the experimental testing or the numerical modelling being performed should be clearly outlined. Any major pieces of equipment, or major computational software, should be specifically named in the description, as should any thesis chapters or other publications that are to be produced based on the research. This section should provide enough information to fix an overall target which can be pursued over the current period, and which will act at the background against which the detailed progress, problems and plans can be judged.

### **Progress**

This section should contain a set of points, indicated by bullet-points, which state the main achievements which have been made over the reporting period since the last PPP form and research progress meeting. The objective is to identify the steps taken to perform the research and to identify the activities in which the researcher has invested the majority of the time and effort. A careful listing of the main activities in this section permits, over the course of the research project, a careful monitoring of progress by both the researcher and the research supervisor.

### **Problems**

This section should contain a set of points, indicated by bullet-points, which state the main problems which have occurred over the reporting period since the last PPP form and research progress meeting. Problems can include both technical and organisational issues, with particular emphasis on any conceptual issues related to the scientific objectives. Problems of a personal nature can be included if considered major contributors to any research difficulties or delays.

### **Plans**

This section should contain a set of points, indicated by bullet-points, which state the main plans which are proposed for the activities which will take place over the next reporting period. Both technical and organisational issues should be addressed. Plans should be realistic, and any interaction with other university staff and students should be clearly identified. The material of this section should also contain a list of any deliverables, meaning any products such as data sets, papers, software or hardware, which will be produced over the coming reporting period. Each deliverable should be accompanied by a target delivery date, so as to assist monitoring of the research progress.