Indiana University Bloomington
Department of Information and
Library Science
Doctoral Program in Information Science

Annual Student Progress Report

NAME: ________________________________ DATE: ________________

To assist academic planning, you are required to complete an Annual Student Progress Report.
Please fill out all of the following categories for which you have activities or achievements to
report and submit the completed report and all supporting documentation to the ILS Ph.D.
Recorder at the end of the Spring semester of the appropriate year. Failure to submit a
completed progress report and/or the required documentation by the due date will result in an
automatic decision of 'continue with warning' by the Ph. D. program director.

In addition to information about your coursework, teaching, research, and service
accomplishments over the past year, the completed report must contain the following
documentation: 1) a Statement of Research Interests describing both your area(s) of research
interest and your plans for the upcoming year; 2) copies of your teaching evaluations for all
courses taught; 3) copies of published papers, demos or equivalent; 4) your current Program of
Studies form; 5) a current writing sample; and 6) any other supporting documentation you feel
demonstrates your progress in the doctoral program over the past year.

It is your responsibility to meet with the members of your Advisory Committee at least one week
before the due date to discuss the content of the report. You must also obtain the signatures of all
members of your Advisory Committee on both your Program of Studies form and your Annual
Student Progress Report.

STATEMENT OF RESEARCH INTERESTS.
Your statement of research interests should describe both your area(s) of research interest and
your plans for the upcoming year. You should point out key research milestones regarding
completion of coursework, the qualifying exam, or the dissertation proposal that you have met over
the previous year as well as those you plan to meet in the upcoming year. You may also wish to
describe the coursework, teaching and service activities that you plan to carry out in the next
academic year. Your statement of research interests should be discussed with the members of
your Advisory Committee before submission of the Annual Student Progress Report.

COURSE WORK.

A. Coursework completed.
List all of the courses you completed in the past year and the grade received for each course.

  Summer I:
  Summer II:
  Fall:
  Spring:

B. Ph.D. requirements completed.
List any other Ph.D. requirements you satisfied over the past year. The requirements are listed at
http://www.slis.indiana.edu/degrees/phd/forms/PhDHandbook2004.doc

Revised 12/4/2015 1
C. Incompletes.
List any courses in which you have outstanding grades of I (Incomplete). For each incompletes, provide a statement of your plans for satisfying the course requirements.

**TEACHING ACTIVITIES.**

A. Courses taught.
List the courses you taught in Summer I, Summer II, Fall, and Spring. For each course taught, provide the course number, the number of credit hours earned in the course, the number of students in the class and the total number of hours that you were available to meet with students each week (including time spent in class). You must also include your course evaluations for each course taught. Please note is a course was taught to fulfill the Dean’s Fellowship teaching requirement.

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Credit Hours</th>
<th>No. of Students</th>
<th>Weekly Contact Hours</th>
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<tbody>
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</tbody>
</table>

B. Guest lectures.
List any guest lectures that you gave over the past year. For each lecture, include the course number, the primary instructor’s name, the date and the title or topic of the lecture.

**RESEARCH ACTIVITIES/CREATIVE ACTIVITIES.**

A. Publications, Demos, or Equivalent.
Provide a full citation for each item listed. Identify refereed works with an asterisk (*); identify invited works with a pound sign (#). Include the URL for items that are web-accessible; for all other items, attach a manuscript or other relevant documentation for each work cited.

1. Published
2. Accepted
3. Submitted
4. Unpublished manuscripts
5. Software
6. Demos
7. Other

B. Professional conferences, colloquia, seminars and workshops attended.
Provide the name, date and location for each conference, colloquia, seminar or workshop that you attended.

1. Contributed or invited presentations which you personally delivered. Provide a full citation for each item listed. Identify refereed presentations with an asterisk (*); identify invited presentations with a pound sign (#).

2. Contributed or invited presentations which you did not deliver but to which you contributed. Provide a full citation for each item listed. Identify refereed presentations with an asterisk (*); identify invited presentations with a pound sign (#).
3. Participation on a panel at a conference, colloquia, seminar or workshop. For each item, indicate your role as chairperson, moderator or discussant.

4. Conference, colloquia, seminar or workshop attendance.

C. Funding received from ILS, Indiana University or other sources. Give the name of the granting agency, the project or grant title and the amount of funding. Be sure to include travel awards.

D. Awards, honors, distinctions, etc.

SERVICE ACTIVITIES.

A. Professional service
List any national, regional, University and/or ILS professional committees in the past year. Include service activities such as reviewing papers for conferences, journals and/or edited volumes as well as your participation in the DSA, local chapters of national or international organizations, etc.

B. Community and/or public service.
List any community service activities or projects in which you participated over the past year.

PROGRAM OF STUDIES.
Please attach a current Program of Studies form that includes all of the coursework you have completed while in the doctoral program. In addition to courses you have completed, include coursework that you have transferred or had validated, and courses for which you currently have an Incomplete (I) or Deferred (R) grade as well as courses you plan to take to satisfy the requirements of the Ph.D. degree.

WRITING SAMPLE.
Please attach a current writing sample for which you are the sole author. The writing sample can be a journal article, book review or term paper completed during the past year.

ADDITIONAL COMMENTS.
Please use this space to expand on any topic not sufficiently covered in the preceding sections or to address comments to the attention of the members of the Doctoral Steering Committee.
Indiana University Bloomington
Department of Information
and Library Science
Program of Doctoral Studies

Student Name ____________________________ Date ______________________
(please print)                                      
Student ID# ________________________________ 

Advisory Committee
(please print) 
________________________________________ (chair) 
________________________________________ (member) 
________________________________________ (member) 
________________________________________ (outside member) 

Outside Minor Area ________________________________
<table>
<thead>
<tr>
<th>Category</th>
<th>Course</th>
<th>Semester/Year</th>
<th>Grade</th>
<th>Hours</th>
<th>Validation</th>
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</thead>
<tbody>
<tr>
<td>Required (15 credit hours)</td>
<td>Z701 Introduction to Research in IS</td>
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<td>6</td>
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<tr>
<td></td>
<td>Z702 Research Practicum I</td>
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<td>3</td>
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<td></td>
<td>Z703 Research Practicum II</td>
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<td>3</td>
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<td></td>
<td>Z710 Research Practicum III</td>
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<tr>
<td>Seminar (9 credit hours)</td>
<td>Z764 Seminar in IS</td>
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<td>Major</td>
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<td>(at least 21 credit hours, can include 9 credit hours from Z764)</td>
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<tr>
<td>Research Skills (9 credit hours)</td>
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<td>Outside Minor (12-15 credit hours)</td>
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<tr>
<td>Other Courses (enough to total 90 credit hours)</td>
<td>Z799 Ph. D. Thesis (1-15 hours)</td>
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Total Credit Hours: (at least 90 hours not including G901)

Rows may be added to the table as needed.
For administrative use only

Comments of Advisory Committee:

Signatures of Advisory Committee members:

__________________________________________________________________________(Chair)
__________________________________________________________________________(Member)
__________________________________________________________________________(Member)
__________________________________________________________________________ (Outside member)

For administrative use only

Comments of Doctoral Program Committee:

Signatures of Doctoral Program Committee members:

__________________________________________________________________________ (Director)

Decision

___ Continue in Program
___ Continue with warning (see conditions listed below)
___ Dismissed from Program

Note: A decision of 'continue with warning' will automatically be assigned if the summary report is not turned in by the due date.