

ANNUAL PROGRESS REPORT (SAMPLE)

School of Health and Rehabilitation Sciences
CSD Doctor of Philosophy Program Annual Progress Report for AY 20xx-20xx
Submit to CSD Administrator (who will submit to SHRS Student Services)

Part 1: Brief Summary

Student _____

Brief Summary of Goals Accomplished During this Academic Year

1. Completed all required coursework
2. Received IRB approval for dissertation study and began data collection (10 participants enrolled as of 4/30)
3. Wrote initial draft of pilot study
4. Presented a peer-reviewed paper at the ACR meeting
5. Completed teaching requirement by teaching a module (8 sessions) in HRS XYZ
6. Attended TIGG
7. -----
8. -----

Brief Summary of Goals/Plan for next Year: 20xx-20xx

1. Conclude data collection and conduct analyses
2. Write and successfully defend dissertation
3. Submit first author manuscript for publication
4. Present at regional/national conference
5. Continue to update professional portfolio
6. -----
7. -----

	Date		Date
PhD Student		Academic Advisor	

REMINDERS

- **If you have completed predissertation, comps, and have been admitted to candidacy, you can enroll in FTDI 0000**
- **If beginning dissertation work: have you taken the ETD workshop and notified Debby Keelan, dkeelan@pitt.edu to obtain the electronic ETD packet?**

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Part 2: Goals & Outcomes

Student _____

1. Research Accomplishments		
Goal #1	Initiate dissertation study	Timeline
Steps	Obtain IRB approval Establish study procedures Develop electronic and paper record systems Develop recruitment strategy Complete training in assessment protocol	Initiate 7/12
Outcomes	Recruit 20 of 30 participants and have 20 participants complete entire protocol	3/31/13; 6 months, 5 participants per month
Goal #2		
Steps		
Outcomes		

2. Publication Record		
Goal #1	Submit manuscript for peer-reviewed publication	Timeline
Steps	Analyze pilot PASS data Write up pilot study for publication Obtain co-author approvals	9/12 Submitted manuscript 1/13
Outcomes	PASS manuscript accepted for publication in ABCD	3/13
Goal #2		
Steps		
Outcomes		

3. Presentation Experience		
Goal #1	Give scientific presentations/posters within and outside of the University	Timeline
Steps	Submit abstracts to local and national scientific meetings; Present poster or paper;	Ongoing; Poster submitted for IR day 5/13
Outcomes	Dissemination of pilot study results	Presented 6/10/13
Goal #2		Timeline
Steps		
Outcomes		

4. Professional Development		
Goal #1	Socialize to role in academic research	Timeline
Steps	Attend workshops offered by the University as appropriate; Attend faculty meetings; Engage in educational learning laboratory experiences	Ongoing
Outcomes	Improved understanding of academic research roles	Ongoing
Goal #2		Timeline
Steps		
Outcomes		

SHRS PhD STUDENT ANNUAL REPORT PART 3: Cumulative Accomplishments
Since Admission to the PhD Program in _____ (Academic Year)

Student: _____

Publications

- *Peer-reviewed Publications:*
- *Books, Chapters, Monographs:*
- *Other Publications:*

Presentations

- *Invited Presentations:*
- *Peer-reviewed Presentations:*
- *Other Presentations:*

Grants and Other Funding

Agency/Number	Title	Role	Amount
SHRS Fund; #6	Older Adults Use of Assistive Technology	Co-Investigator	\$1,000

Patents

Research Awards and Honors

Title of Award/Awarding Association/Date received

Teaching

- *Classroom and Group Instruction (courses)*

Course Number, Title, Credit Hours	Student Enrollment; Term	Role(s) in Course, Number of hours for each role (e.g., instructor, lab assistant)	Faculty Mentor
HRS1010, Intro to Rehab Science (3 cr)	n = 50, Fall 2012	Instructor, taught module on epidemiology of disability (12 hours)	MNOPQ