

ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA

# **ET-IT Ph.D. Program Kick-off Meeting 37<sup>th</sup> Cycle**

Bologna, Nov 8<sup>th</sup> 2021

And

Online, Jan 24<sup>th</sup> 2022

**Aldo Romani**

DEI

First of all.....

## WELCOME!

- to the University of Bologna
- to the Department of Electrical, Electronic, and Information Engineering “G. Marconi” (aka DEI)
- To the 37th cycle of the PhD program in Electronic, Telecommunications and Information Technologies Engineering



# University of Bologna

## Constituent Principles

The primary goals of the University are teaching and research, two inseparable activities aimed at pursuing critical knowledge open to dialogue and interaction between cultures, respecting the freedom of science and teaching.

Given its long-standing identity as a place of general studies, the University acknowledges the equal dignity and opportunities of all branches of learning that assure scientific and educational capital.

University Statute, Constituent Principles, Art. 1 para. 1, 3



# University of Bologna

## Multi-campus

- Bologna
- Cesena Campus
- Forlì Campus
- Ravenna Campus
- Rimini Campus
- Representación en la República Argentina
- Bruxelles, New York, Shanghai



# UNIVERSITY OF BOLOGNA: THE STUDIUM FROM OVER 900 YEARS

1088

STUDIUM  
IN BOLOGNA

IT IS THE OLDEST UNIVERSITY IN THE  
WESTERN WORLD



ARCHIGINNASIO

1988

MAGNA CHARTA  
UNIVERSITATUM

CONFIRMS THE ESSENTIAL ROLE OF THE  
UNIVERSITY IN CONTEMPORARY SOCIETY



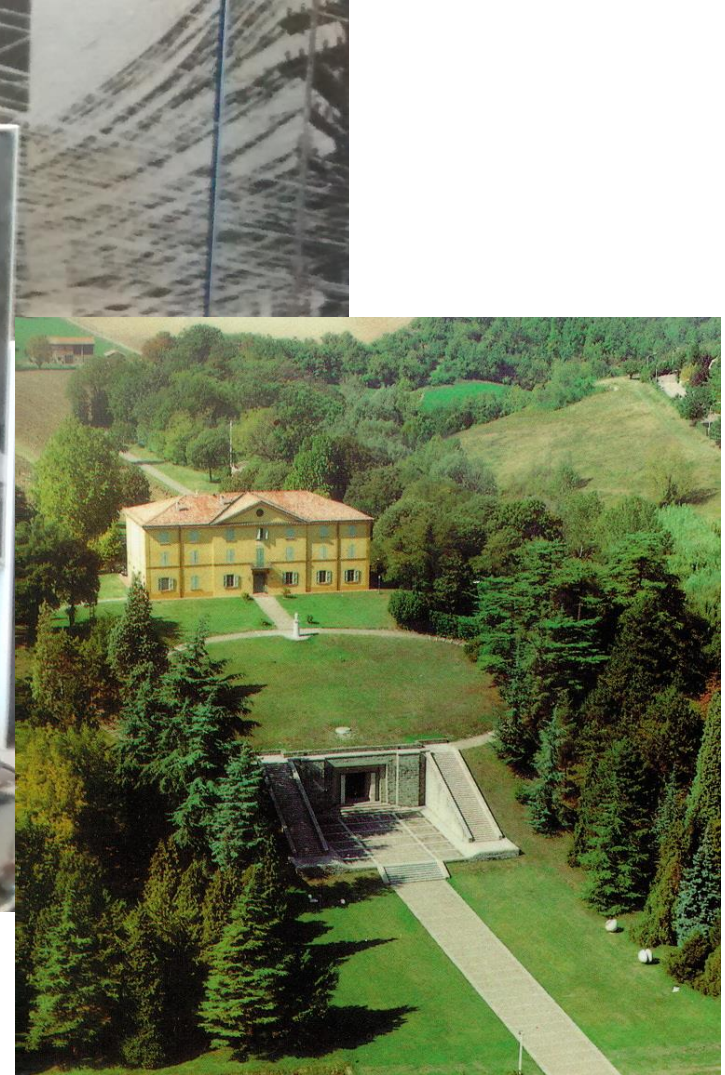
ANATOMICAL THEATRE 1653



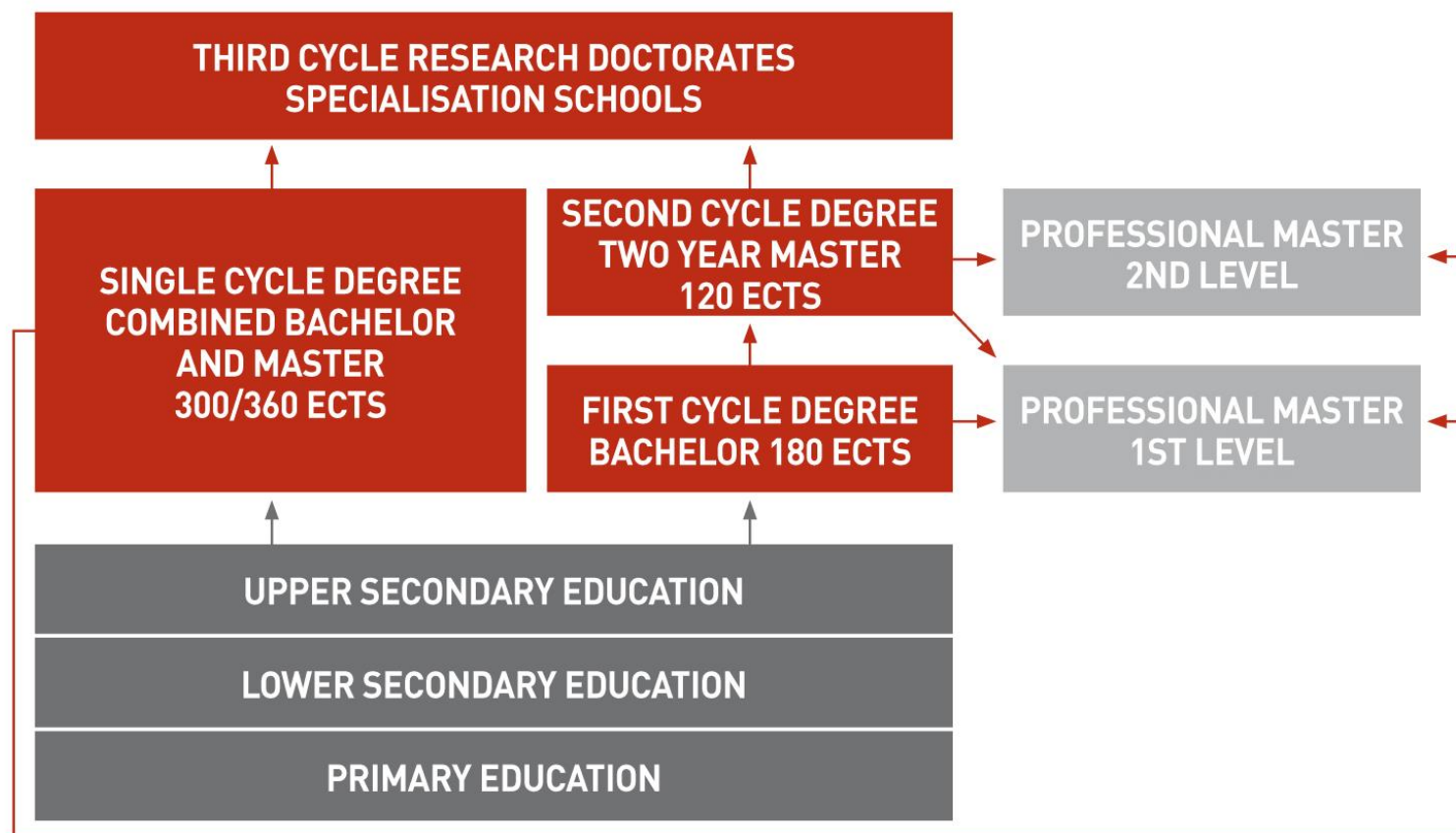
# BOLOGNA AND GUGLIELMO MARCONI



VILLA GRIFFONE



# Italian University System



ECTS= EUROPEAN CREDIT TRANSFER SYSTEM.  
1 CREDIT= 25 HOURS STUDENT WORKLOAD (CLASSES, INDIVIDUAL STUDY, EXAMS, ETC.)



# Dept. of Electrical, Electronic, and Information Engineering «Guglielmo Marconi» (DEI)

## Structures

DEPARTMENTS

SCHOOLS

RESEARCH AND TRAINING CENTRES

HISTORICAL ARCHIVE

MUSEUMS

ISTITUTO DI STUDI SUPERIORI

UNIVERSITY LANGUAGE CENTRE

LIBRARIES

## DEI Department

- Develops and transfers knowledge in Electricity, Electronic, and Information Technology.
- Provides a broad spectrum of in-depth knowledge together with strong synergy for professional and personal growth of students and researchers
- [www.dei.unibo.it](http://www.dei.unibo.it)
- [FB: DEI.University.Bologna/](https://www.facebook.com/DEI.University.Bologna/)



- 2 sites
- 110 Professors and Researchers
- 30 internal research laboratories
- 3 Inter-departmental research centers:
  - ARCES
  - CIRI ICT
  - CIRI HST
- External research centers associated:
  - CNIT
  - CNR

Bologna



Cesena



# ETIT Program Structure

## Training

- Through Research
  - Supervised research
  - On-premises
- Training courses
  - PhD Courses
  - Master Courses
  - Schools and Workshops
  - Seminars

## Evaluation

- 1st year → Report
- 2nd year → Tutorial presentation
- 3rd year → Final presentation

## Thesis review

- 2 external reviewer shall be appointed for every thesis for reviewing and assessing quality [External]

## PhD Defense

- Committee of at least 3 members (1 UniBo + 2 External)
- Generally on first months of the year





**ETIT BEST PRACTICE**



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# PhD credits: how to get them

## University courses

1 hour = 1 PhD credit

## PhD courses

1 hour = 1 PhD credit

## Master courses

1 hour = 1 PhD credit

## Languages (English & Italian)

1 hour = 1 PhD credit - max 40 credits,  
(courses officially proposed by the PhD board do  
not contribute to the count)  
max 30 each

**Schools, workshops, seminars** (also held online  
with interactive connections with teachers),

... **only those with a final certified test**

1 hour = 1 PhD credit

## Online courses (i.e. Coursera)

max 20 credits can be awarded following the  
supervisor approval

## Internship abroad

10 credits/month, max 60 credits



Credits assignment shall be approved  
by the PhD Board

The «request of recognition» must be  
sent to the PhD Office

**dei-phd-etit@unibo.it**

See more at:

**<https://phd.unibo.it/etit/en/career/credits-how-to-get-them>**

How to get credits:

Follow the instructions  
at the ETIT PhD website,  
use those forms (before  
and after the teaching  
activity)

Updated rules in were approved in the meeting of November 8th of the PhD board



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# Short Travels / Trasferte

If you need to travel, e.g. to attend a conference, a project meeting, visit an official research partner, or just perform an activity related to your PhD in a different Campus:

1) please request authorisation online with sufficient advance at <https://missioni.unibo.it>  
The authorisation MUST be granted before your departure

2) You will need to enter all details of the travel, the research funds of your supervisor to be used, dates/times, etc

3) Please describe in an understandable way the motivation of the travel: e.g. don't write "IEEE ICECS 2021" or just "conference" or "meeting" but write "Participation to conference IEEE ICECS 2021 for presentation of a scientific paper". **Travels MUST be related to your PhD activity**

4) Please attach any related document: e.g. Meeting agenda, or Invitation email/letter of research partner, or conference schedule with your presentation, etc.

5) Supervisor and PhD coordinator will need to review and approve (or decline)

6) When you return, the procedure for refunds is still done online through the website

7) Check the Intranet of UNIBO at: <https://intranet.unibo.it/Ricerca/Pagine/DottorandiTrasferte.aspx>

8) Get in touch with DEI Administration for specific questions

The screenshot shows the 'Missioni' website interface. At the top, there is a navigation bar with a hamburger menu, the 'U-WEB' logo, and the 'Missioni' title. To the right of the title are links for 'Help', a language selector (set to Italian), and a user profile icon. Below the navigation bar is a red header with five main menu items: '+ NUOVA RICHIESTA', 'LE MIE MISSIONI', 'AUTORIZZAZIONI IN ATTESA', 'STORICO AUTORIZZAZIONI', and 'LE MIE STATIS'. The main content area is divided into two columns. The left column contains a 'FILTRI RAPIDI:' section with a list of filters: 'Da inviare', 'In approvazione', 'Da richiedere rimborso', 'Pagate', and 'Tutte'. The right column contains a 'Criteri Di Ricerca:' section with several input fields: 'Periodo:' (set to 'Ultimi 3 mesi'), 'Da:' (set to '08/08/2021'), 'A:' (set to 'GG/MM/AAAA'), 'Motivazione' (with a text input field containing 'Ricerca...'), 'Destinazione' (with a text input field containing 'Ricerca...'), and 'Stato' (set to 'Tutti').















# Travelling > 1 month

<b>a. Before</b>	<ol style="list-style-type: none"><li>1. Collect the <b>tutor's advice</b> and the <b>invitation letter</b></li><li>2. fill the <b>form of request of authorization</b></li><li>3. send all docs to <a href="mailto:dei-phd-etit@unibo.it">dei-phd-etit@unibo.it</a></li></ol> <p>Once authorized:</p> <ol style="list-style-type: none"><li>1. fill the form (request for the increase of the scholarship) – intranet</li><li>2. send all docs to <a href="mailto:udottricerca@unibo.it">udottricerca@unibo.it</a></li></ol>
<b>b. During</b>	<ol style="list-style-type: none"><li>1. (Option) planning to stay for a longer period? Submit your request to the PhD Board and update AFORM</li><li>2. Collect the <b>tutor's judgment + dates of your staying</b></li></ol>
<b>c. After</b>	<ol style="list-style-type: none"><li>1. Submit your <b>credit recognition request</b> - <a href="mailto:dei-phd-etit@unibo.it">dei-phd-etit@unibo.it</a> - to the PhD Board</li></ol>



See more at: <https://phd.unibo.it/etit/en/career/internship-abroad-2>



# Working while attending the PhD

Any time you are planning to accept a job assignment, **no matter if the employer is UNIBO**:  
Check the rules and the possible limit of number of hours.

Collect the tutor's approval (NOTE: different declarations/statements may be required based on the type of job, etc.)

Fill in the «request of authorization» form

Send all docs to [dei-phd-etit@unibo.it](mailto:dei-phd-etit@unibo.it)

Wait for the PhD Board authorization



Please note that PhD is considered as a full-time commitment

All of the above shall be completed  
prior to the signature of any contract!!!!

See more at:

<https://phd.unibo.it/etit/en/career/working-while-attending-the-phd>



# Safety protocols against COVID-19

Please check the Intranet for updated information and the main page of UNIBO

<https://intranet.unibo.it/RisorseUmane/Web2/Pagine/ProtocolliSicurezzaSarsCov2.aspx>

<https://www.unibo.it/it/ateneo/covid-19-misure-adottate-da-alma-mater/covid-misure-universita-di-bologna>



## Special Commitments for PON positions of 37th cycles

These positions are activated within a well-defined national funding following a precise project and plan of activities.

You will need to comply with the approved plans of your PhD (for what is not explicitly stated, consider the standart ETIT commitments)

- Courses and high-level education
- Research plan and objectives
- Etc

You will need to spend 6 months period in industry (+6 months abroad if explicitly stated in your individual plan)

Please see DM 1061/2021 for details. You may be required to periodically report your activities and achievements.

You have received the relevant documents.



# You are...

## Highly qualified Students @ University of Bologna

- you must follow UniBo rules/deadlines/etc... always check the official UniBo web page

## Researcher on the-training @ DEI

- you will interact with the DEI administration (travelling, expenses, etc)... Always check the DEI Department web site for administrative procedure

## ETIT Students

- you must follow the ETIT rules and procedure... Always refer to the DEI PhD office support

## Engineers

- Avoid issues and risks by anticipating them... act in advance, do not rely on others to do your duties, be pro-active

## PhD Students

- Stay curious, do not close yourself in your lab, get to know your colleagues, their works, learn from others experience, learn from this fertile environment
- Enjoy this fantastic, unique, challenging, and once in a life experience...



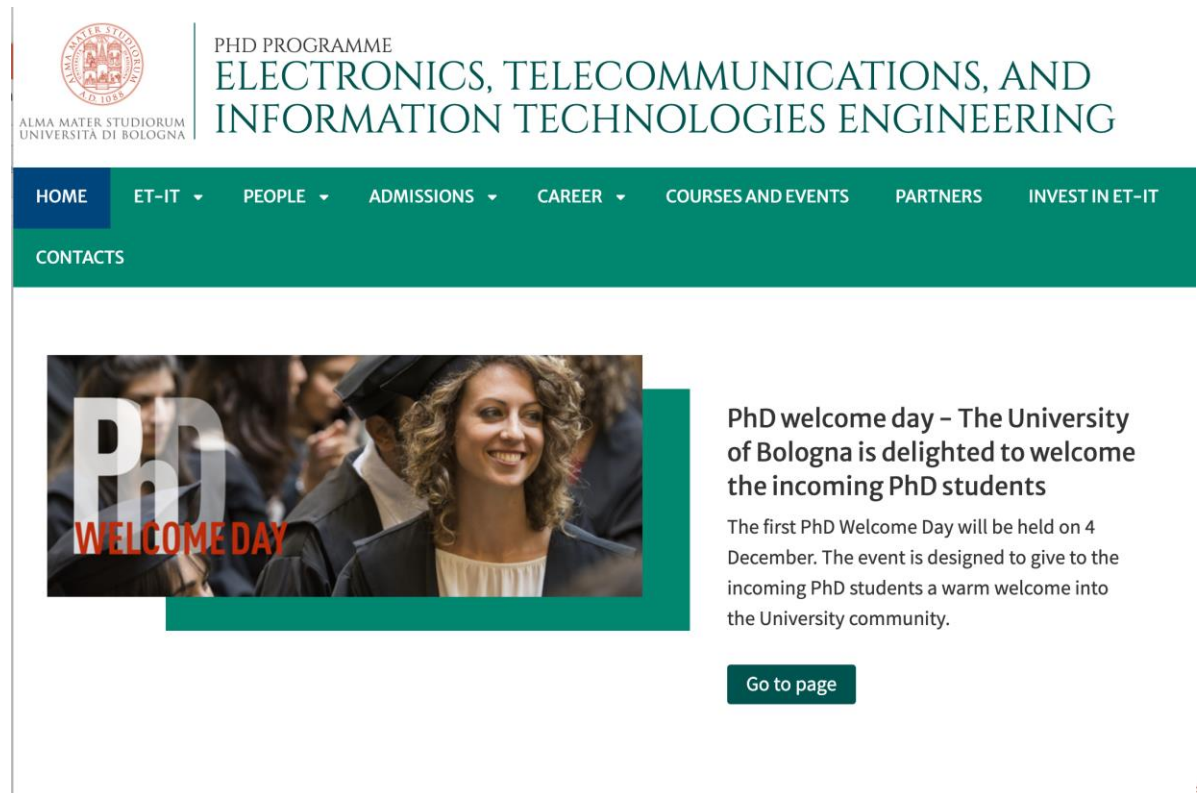
# Any doubt at any time.....

If you have doubts, please double check the website of the ETIT PhD program.

<https://phd.unibo.it/etit/en>

The website contains information about all the above aspects:

- 1) Credits: how to get them
  - 2) Working during your PhD
  - 3) Periods abroad
  - 4) Proposed courses and events
- Etc.



The screenshot shows the website for the ETIT PhD program at the University of Bologna. The header features the university's logo and the text 'PHD PROGRAMME ELECTRONICS, TELECOMMUNICATIONS, AND INFORMATION TECHNOLOGIES ENGINEERING'. A green navigation bar contains links for HOME, ET-IT, PEOPLE, ADMISSIONS, CAREER, COURSES AND EVENTS, PARTNERS, and INVEST IN ET-IT. Below this is a 'CONTACTS' section. The main content area has a large image of a smiling woman in a graduation cap with the text 'PhD WELCOME DAY' overlaid. To the right of the image, the text reads: 'PhD welcome day - The University of Bologna is delighted to welcome the incoming PhD students'. Below this, it states: 'The first PhD Welcome Day will be held on 4 December. The event is designed to give to the incoming PhD students a warm welcome into the University community.' A 'Go to page' button is located at the bottom right of the main content area.

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PHD PROGRAMME  
ELECTRONICS, TELECOMMUNICATIONS, AND  
INFORMATION TECHNOLOGIES ENGINEERING

HOME ET-IT PEOPLE ADMISSIONS CAREER COURSES AND EVENTS PARTNERS INVEST IN ET-IT

CONTACTS

PhD  
WELCOME DAY

PhD welcome day - The University of Bologna is delighted to welcome the incoming PhD students

The first PhD Welcome Day will be held on 4 December. The event is designed to give to the incoming PhD students a warm welcome into the University community.

Go to page

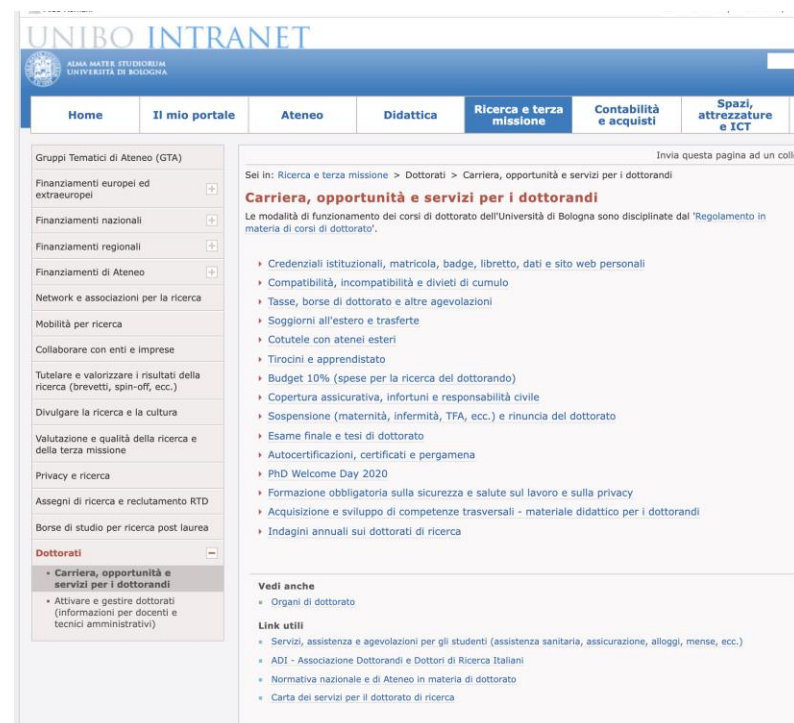


# Any doubt at any time.....

Check also the Intranet of UNIBO at:

<https://intranet.unibo.it/Ricerca/Pagine/Dottorandi.aspx>

The website contains official information about your career, opportunities and services for PhD students



Any doubt at any time...



~~DEI PhD OFFICE – no Ph.D. manager of administrative assistnat now!~~

~~DEI Department – New building – II Floor~~

~~Viale del Risorgimento 2 – Bologna~~

~~+39 051 20 93007 - [dei-phd-etit@unibo.it](mailto:dei-phd-etit@unibo.it)~~

### **PhD Programme Coordinator**

Aldo Romani (main site: DEI – local organisational unit of Cesena)

[aldo.romani@unibo.it](mailto:aldo.romani@unibo.it)





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