Research portfolio

1. Purpose of a research portfolio

The purpose of a research portfolio is to provide documented evidence of candidates’ research merits and scientific achievements. By preparing a research portfolio, candidates can validate their academic accomplishments and competencies concerning research and scientific activities.

A research portfolio compiled to demonstrate scientific achievements is:
- an official document, for which the author holds copyright,
- a public document, as are other documents when applying for a position, and
- an independently compiled document. All content must be verifiable.

2. Compiling a research portfolio

The recommended maximum length of a research portfolio is four pages. The following documents are enclosed as appendices:
1) List of publications
2) Research plan (max. 10 pages)

The candidate may also enclose further appendices to validate the claims stated in the research portfolio.

The research portfolio must follow the structure presented in chapter 3. Candidates may combine sections listed in chapter 3, but all the items included in these instructions must be clearly presented to the reader.

3. Sections of a research portfolio

Name of the candidate

Research experience
- focal areas of research
- candidate’s vision for the future direction of his/her field
- research projects
- national research collaboration
- internationalization and international research collaboration
- international research visits

Obtainment of research funding
- Projects for which the candidate has been responsible
Participation in the activities of the scientific community
- membership in the editorial boards of scientific publications, acting as a visiting editor, etc.
- supervision of postgraduate studies
- other duties relating to doctoral education
- important assessment duties
- experience of organizing conferences

Other scientific activities and recognitions
- assessments and feedback
- awards and prizes
- positions of trust within scientific associations and networks
- grants and scholarships
- other recognitions

Other possible research achievements

Appendices to a research portfolio

Appendix 1 List of publications
- international referee publications
- other publications
- references to publications

Appendix 2 Research plan (max. 10 pages)
- the research plan must specify the candidate’s vision for the future direction of his/her research field.