

## Welcome to new PhD students

*Ecole Doctorale des Sciences et Technologies de l'Information et de la Communication*

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Sylvie Icart, Deputy Director, i3S  
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website: <https://edstic.univ-cotedazur.fr>  
<https://webusers.i3s.unice.fr/edstic/>

## The doctoral school ED STIC

### 5 PhDs specialities

- Automatique Traitement du Signal et des Images (ATSI)
- Contrôle Optimisation et Prospective (COP)
- Electronique
- Informatique
- Santé Numérique\*

\*first defense in Sept. 2023

## Outline

- 1 A short presentation of ED STIC
- 2 Different aspects of the PhD
  - The Center for Doctoral Studies
  - Administrative documents
  - Doctoral trainings
  - Contractual aspects
- 3 The doctorate journey
  - Length and steps of the PhD
  - Personal Monitoring Committee *PMC / CSI*
  - Teaching
  - Second year's registration
- 4 After the PhD
  - Academic research in France
  - Skills / careers
- 5 Miscellaneous

## The doctoral school ED STIC

ED STIC belongs to two Universities

- Paris Sciences et Lettres (PSL)
- Université Côte d'Azur (UniCA)

ED STIC Research Labs

- 2 UMR CNRS-UniCA:
  - i3S (UMR 7271)
  - LEAT (UMR 7248)
- 21 lab. from Centre Inria d'Université Côte d'Azur:  
ABS, ACENTAURI, ATHENA/CRONOS, BIOCORE, BIOVISION,  
COATI, DATASHAPE, DIANA, EPIONE, FACTAS, GRAPHDECO,  
HEPHAISTOS, INDES/SPLIT, KAIROS, MASSAI, MORPHEME,  
NEO, STAMP, STARS, TITANE, WIMMICS  
among which 5 joint teams with I'i3S
- CMA from Mines ParisTech

## The ED STIC in some figures

Five last years 2017-2021 : mean value/standard deviation

- 232/7,9 doctoral students
- 100% of the PhDs are funded
- 50/4,9 PhD defenses per year (increase since 2020)
- PhD duration 39,8/0,8 months
- Employment : 98%/1,2% after 1 year and 99%/1,2% after 3 years

## The Center for Doctoral Studies *Maison des Etudes Doctorales (MED)*

- A welcome center at UniCA
- If UniCA is the employer, MED establishes the doctoral contract
- Administrative director:  
Emmanuel Scarsi <emmanuel.scarsi@univ-cotedazur.fr>
- To contact the MED:
  - MED <med@univ-cotedazur.fr>
  - Madeline Lellis Tel: 04 89 15 12 54
  - Angelica Impagliazzo Tel: 04 89 15 12 53
  - web: <https://univ-cotedazur.eu/doctorate-phd/support-structures/center-for-doctoral-studies>

## Different aspects of a PhD thesis

- A diploma and a training => ED STIC
- A scientific research => Research Lab.
- A contractual employment => Employer

Lab and employer have to appear in your productions:

⇒ publications, web, etc ...

For common teams:

⇒ please check with your lab and your employer ...

## Administrative documents

- Carefully read your doctoral contract
- PhD students guide of Université Côte d'Azur:  
See ADUM

- Useful sheets



- Questions



See also <https://univ-cotedazur.eu/doctorate-phd>

- Useful documents on your ADUM account:
  - Charte du doctorat / Doctoral Thesis Charter
  - Règlement intérieur / Bylaws of UniCA College of Doctoral Studies
  - Charte anti-plagiat / Anti-plagiarism charta **Plagiarism is a robbery!**
  - Guide du comité de suivi / Monitoring Committee Guide
  - Note sur la composition des jurys de soutenance / Note on the composition of defense juries

## Doctoral trainings

1/2

- 90 hours distributed as:
  - 30 hours of "scientific" training
  - 30 hours of "professional" training
  - 30 hours freely chosen

*Every training must be registered in ADUM + certificate*

- Scientific trainings (ST):
  - Minors from EURs (DS4H, SPECTRUM,...) : OK please check the list already available in ADUM
  - Master courses : OK if not in the pre-doctoral training
  - Courses from other doctoral schools: OK
  - MOOC: OK if already in ADUM, otherwise ask for a preliminary authorisation
  - Thematic schools: OK
  - Conferences: OK if auditor (not author or presenter)



## Contractual aspects

1/2

### Two types of doctoral contracts

- The basic one
  - Only obligation => research and trainings
  - Shifts (*vacations*) are possible with a multi-job holding approval (*autorisation de cumul*)
- With complementary mission : *Doctorant Contractuel avec Mission d'Enseignement = DCME (sometimes written CCCE)*
  - Teaching (*DCME*) : 268h = 64h + preparation (1/3 of the teaching time of an associated prof.)
  - Valorisation
  - Scientific dissemination
  - Expertise



## Doctoral trainings

2/2

- Professional trainings (PT):
  - List available on ADUM
  - Person in charge at UniCA: [Marianne Fuchs](mailto:Marianne.FUCHS@univ-cotedazur.fr) <Marianne.FUCHS@univ-cotedazur.fr>
  - Other courses: OK after preliminary authorisation
  - Mandatory:
    - Ethics and scientific integrity
    - Open science
    - "Dépôt de thèse" (2h) => to do in the third year
- 30h freely chosen: possibility to mix *PT* and *ST*
- Particular case of *DCME* and *CIFRE*
  - *DCME*: 30h of specific *PT* about teaching
  - *CIFRE*: exempt from taking *PT* courses



**Don't forget to distribute the training mostly over the two first years!**



## Contractual aspects

2/2

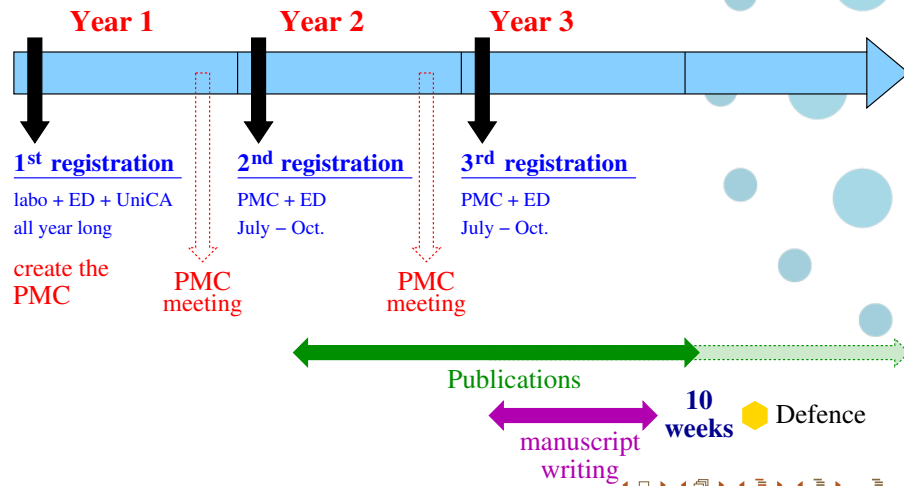
### Your employer

- If you have signed a doctoral contract your employer might be:
  - The Université Côte d'Azur: contact the center for Doctoral Studies MED
  - The INRIA
  - The CNRS...
- Other cases
  - CIFRE
  - Scholarship from abroad, from Embassy...
  - Engineering position or other ressource ensured over 3 years



## Length and steps of the PhD

- At least two registrations (a bit more than one year)
  - Standard duration: 36 months
  - Mean duration (2017 => 2021) : 39.8 months 😊

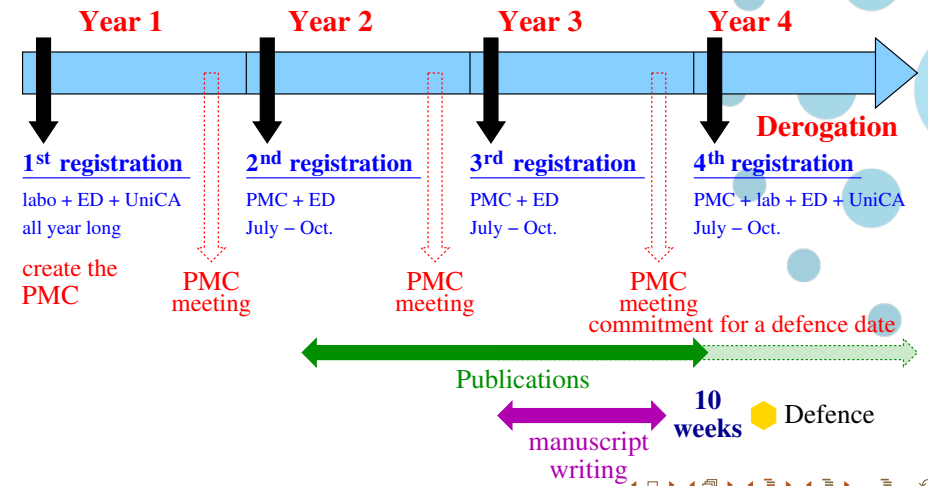


## Personal Monitoring Committee PMC / CSI 1/2

- Objective:** Follow up with and assist the PhD student
- Composition:**
  - at least two members
  - All must have a PhD
  - At least one academic with a HDR
  - One member of ED STIC and one member outside UniCA
  - At least one member is a specialist of your field and one who is not
  - You have to choose at least one member (not your supervisor).
  - You may choose a former teacher.
- For a more detailed description:**  
<https://webusers.i3s.unice.fr/edstic/4-5-csi-en.php>  
 ADUM: Guide du comité de suivi / Monitoring Committee Guide  
<https://univ-cotedazur.eu/doctorate-phd/during-the-doctorate/thesis-supervision-committee-and-enrollment>

## Length and steps of the PhD

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## Personal Monitoring Committee PMC / CSI 2/2

- Before the PMC/CSI**
  - First year: enter the names of the PMC/CSI members in ADUM
  - At least a week before: send a short report to the CSI (max. 5 pages)
- The PMC/CSI meeting**
  - Scientific talk + questions: 1h. Open to all
  - Private meeting with PhD candidate and committee
  - Private meeting with supervisor(s) and committee
  - Restitution to the candidate & supervisor(s)
  - Writing of report
- After the PMC/CSI**
  - Upload the PMC/CSI report on ADUM (except for 4<sup>th</sup> year)
  - You can ask advice at anytime to your PMC/CSI members
- Calendar**
  - Year 1 and before June 1st : 1st meeting with the PMC/CSI
  - Year 2 and before June 1st : 2d meeting with the PMC/CSI
  - Year 3 and before June 1st : 3d meeting with the PMC/CSI (the referent of the PMC/CSI)

## Doctoral Follow-up: your implication

- Be aware of re-registration steps: generally starting in June. Must be completed by the end of July.
- Inform the doctoral school upon any change in your situation via ADUM: address, PhD subject, ...
- Update your ADUM profile:  
Main e-mail address / Professional or institutional address
- Inform quickly upon any problem (health, conflict, ...)
- Follow-up by the doctoral school is not everything:
  - you have to meet your advisors regularly,
  - keep your appointments with them,
  - meet the deadlines,
  - write regularly to document the progress of your work,...

## Second year's registration

1/4

- Use your ADUM account ⇒ available from June 1st
- 3 documents to upload
  - Convention Individuelle de Formation (*CIF*) according to the national text for the doctoral studies "*arrêté du 25 Mai 2021*"
  - Upload the first year's activity report
  - Upload the first year's PMC report on ADUM

### Convention Individuelle de Formation

- Fill it in online on your ADUM account
- Some guidelines that you may use
- Items are in French on ADUM please look at the translation into brackets

## Teaching

- *DCME* - Accessibility for non UniCA contracts: under discussion
  - 50-64h / year in front of the students
  - 1h cours ≡ 1h30 TD (tutorials) — 1h TD ≡ 1h TP (practical work)
  - Small number of positions ⇒ "competition"
  - Application: end of June every year  
⇒ contact Sylvie Icart: [sylvie.icart@univ-cotedazur.fr](mailto:sylvie.icart@univ-cotedazur.fr)
  - Privileged track for the qualification
- Shifts (*vacations*)
  - Contact the teaching unit responsible
  - 64h / year max
  - 1h cours ≡ 1h30 TD — 1h TD ≡ 1h30 TP
  - Don't forget to fill-in the *Autorisation de cumul* and to have it signed by ED STIC

Few courses can be given in English!

Think about taking French lessons if necessary.

## Second year's registration

2/4

- The guidelines for every item are propositions of answers that can be used by default but you are free to change them or complete them
- Calendrier du projet de recherche / *research project schedule*
  - ⇒ Stage 1: Bibliographical study
  - ⇒ Stage 2: in-depth study of the topic, preparation of results
  - ⇒ Stage 3: Preparation of publications and manuscript
- Modalités d'encadrement, de suivi de la formation et d'avancement des recherches du doctorant / *Supervision, Training and progress of the doctoral student's research*
  - ⇒ These are defined by default in the Doctoral Charter and may be specified in the Supervision Rules adopted by the Doctoral School Council.
- Conditions matérielles de réalisation du projet de recherche, le cas échéant, les conditions de sécurité spécifiques / *Material conditions for carrying out the research project*
  - ⇒ By default, determined by the lab's bylaws.

## Second year's registration

3/4

- Intégration dans l'unité ou l'équipe de recherche / **Integration in the Lab**  
⇒ By default, the terms of the doctoral student's integration are determined by the lab's bylaws
- Parcours prévisionnel individuel de formation / **Individual training plan**  
⇒ Write down the trainings that you want to attend for the next year if you already know them or the type of training you would like to attend (scientific, professional...)
- Objectifs de valorisation des travaux de recherche: diffusion, publication et confidentialité, droit à la propriété intellectuelle / **Valorisation, confidentiality and Intellectual Property**  
⇒ Conformément à la Charte du doctorat à UniCA, le directeur de thèse conseille le doctorant sur les activités de valorisation de ses travaux, pour l'élaboration des publications et leur meilleure communication scientifique dans les revues et colloques. Le candidat pourra valoriser son travail par des publications dans des revues et/ou conférences du domaine des (to be filled in with the help of your Advisor). Les principales revues visées sont (to be filled in with the help of your Advisor) et les conférences visées sont (to be filled in with the help of your Advisor). Il pourra également valoriser son travail par d'autres méthodes de valorisation telles que celles décrites à l'article 5 du document DORA (<https://sfedora.org/read/>). (if applicable, insert the list of application with the help of your Advisor).  
Le directeur de thèse et le doctorant doivent se conformer aux règles de confidentialité et éviter toute divulgation en particulier en cas de résultats protégeables par un droit de propriété.  
Le directeur de thèse et le doctorant doivent déclarer tout résultat valorisable à leur employeur en lui soumettant une déclaration d'invention.  
Le directeur de thèse et le doctorant doivent respecter les termes des contrats portant sur les travaux du projet de recherche doctoral. La présente convention ne peut en aucun cas modifier les règles prévues dans ces documents contractuels.

## Academic research in France after the PhD

- The qualification CNU (*Conseil National des Universités*)
- ATER and post-doctoral status
- University:
  - Maître de Conférences / Associate Professor
  - Professeur des Universités / Full Professor
- EPST (INRIA, INRAE, INSERM, INED, IRD, CNRS):
  - Chargé de Recherches / Junior Scientists
  - Directeur de Recherches / Senior Scientist
- EPIC (CEA, CNES...): Research Engineer
- Habilitation à Diriger des Recherches *HDR*

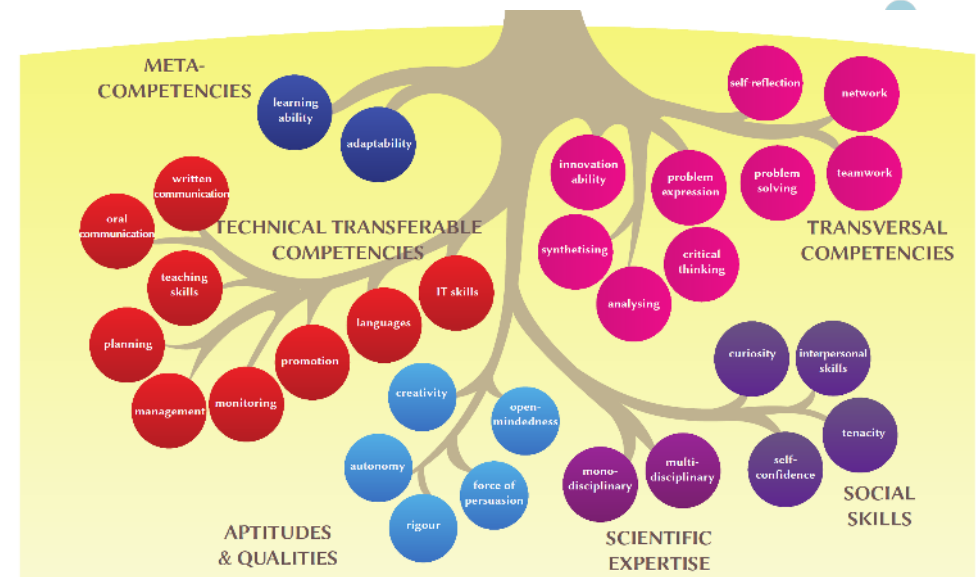
Don't underestimate the numerous industrial positions!

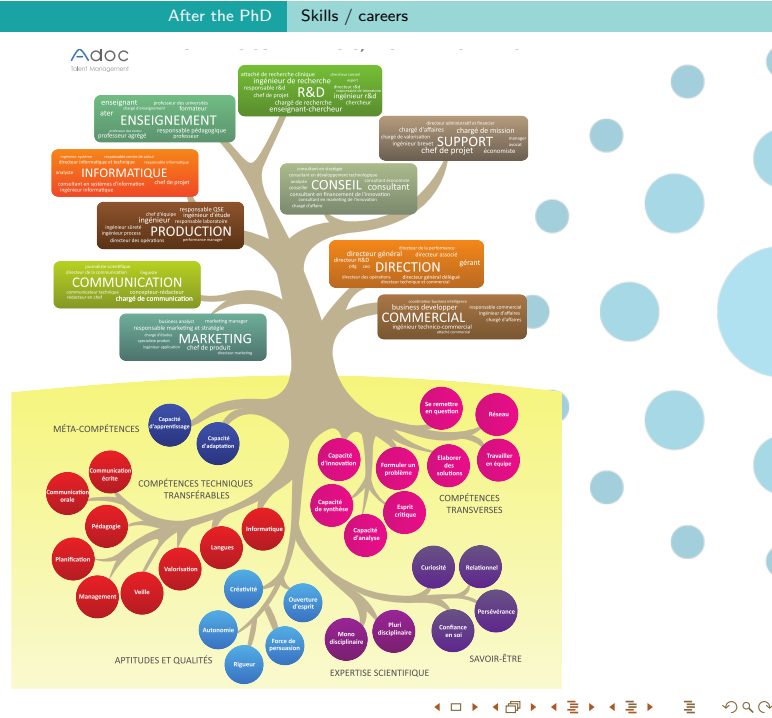
## Second year's registration

4/4

## Optional

- Ouverture internationale / **International outreach:** conferences (attendance / submission...), mobility ...
- Projet professionnel du doctorant / **Doctoral student's career plan:** academic / entrepreneur in innovative fields, private-sector researcher / start-up founder / ...
- Développement de compétences et perspectives professionnelles / **Skills development and career prospects:**
- Plan individuel de formation en lien avec ce projet professionnel / **Individual training plan in line with this career plan:**





## PhD Student association: ADSTIC + ADAMS

- Important partners of the ED STIC
- Help on many subjects, seminars, evening meetings, games. . .
- Support in case of problem
- A presentation will follow

### Commit yourself:

Recognition by the doctoral school *via* training hours.

### Doctoral student representatives on the ED board

- take part in the discussion (you are the first to be affected by the decisions taken)
- you have a relay role
- important for transparent decision-making

## Tutors ADUM :

- Help you to fill in the different steps in ADUM
- 1 to 2 tutors per Lab.
- 10h of trainings per year of "tutorat" upon uploading a proof of service on ADUM
- Apply now by sending me an email!  
1 position for i3S, 1 for the LEAT

Lab	Name	email	Year
INRIA	Greta Damo	<a href="mailto:greta.damo@inria.fr">greta.damo@inria.fr</a>	Second
INRIA	Lucia Innocenti	<a href="mailto:lucia.innocenti@inria.fr">lucia.innocenti@inria.fr</a>	Third
LEAT			
i3S			

## Secretariat: Dana Payan

Office: at i3S lab building, office 112

email: [edstic@i3s.unice.fr](mailto:edstic@i3s.unice.fr)

### Shortage of manpower for secretariat

- It is important to carefully follow the web instructions to submit complete files at the first time. . .
- The secretariat communicates via the address: [\[login\]@etu.univ-cotedazur.fr](mailto:[login]@etu.univ-cotedazur.fr), think of creating it!
- Be reactive to the secretariat's emails
- In case of blockage, please inform the ED direction to help simplifying procedures.

Last but not least

Enjoy!

Make your PhD subject your own

Begin the writing very early

3 years are long and very short. . . especially at the end:-)

QUESTIONS?