

Dear PhD students,

Please fill in the form until **19<sup>th</sup> August, 2011** and please answers all questions.

We would like to point out explicitly that the participation in the questioning and the information of your name on the form are voluntary. Your information are not transmitted to third parties and are evaluated anonymous. We will, of course, inform you of the results once the questionnaire has been evaluated.

We thank you in advance for your kind support in this matter and look forward to a high participation rate.

**Before opening the links, please log in to the [intranet](#).**

## A. Human resource (HR) development instruments for PhD\* students at the GFZ

1. Please rate, on the following scale, the level of familiarity of the HR development instruments or measures:

The following statements are correct	I have already used this / I aim this	I know about this well	I have heard of this	I do not know about this
	1	2	3	4
1 <a href="#">PhD Representatives</a>				
2 <a href="#">Welcome Letter</a>				
3 <a href="#">Tutor of Trust</a>				
4 <a href="#">Status Reports</a> <b>passage 3</b> (12./22. Month - preparation and submission of a status report to the Scientific Executive Board)				
5 PhD Student Award (at the Annual New Year's Reception)				
6 <a href="#">PhD-Day</a> <b>Please enter English pages (Intranet) before.</b> (Presentation of scientific work in poster form)				
7 Poster Award (Award for the best presentation during the PhD Day)				
8 <a href="#">Bonus Regulation</a> <b>passage 7</b> (contract or prolongation of existing contract for a full position under specific conditions)				
9 <a href="#">Helmholtz-Juniors</a> <b>only in German</b> (a group of Helmholtz PhD students)				
10 <a href="#">Participation in International Meetings</a> <b>passage 6</b>				
11 <a href="#">Participation in summer/winter schools</a> <b>passage 6</b>				
12 <a href="#">Participation in measures to supplement individual skills (softskills)</a> <b>passage 6</b>				

2. Please, value in the following scale what do you think about the helpfulness of these instruments:

The following statements are correct

Very helpfull	Helpfull	Hardly of any help	Not helpfull
1	2	3	4

1 [PhD Representatives](#)

2 [Welcome Letter](#)

3 [Tutor of Trust](#)

4 [Status Reports](#) passage 3  
(12./22. Month - preparation and submission of a status report to the Scientific Executive Board)

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(Presentation of scientific work in poster form)

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(Award for the best presentation during the PhD Day)

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(contract or prolongation of existing contract for a full position under specific conditions)

9 [Helmholtz-Juniors](#) only in German  
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10 [Participation in International Meetings](#) passage 6

11 [Participation in summer/winter schools](#) passage 6

12 [Participation in measures to supplement individual skills \(softskills\)](#) passage 6

## B. Questions on your initial phase as a PhD student at the GFZ

3. How satisfied were you with the mentoring through the administration during the first weeks as a PhD student at the GFZ?

	1	2	3	4	
very satisfied					very unsatisfied

4. What did you find good, what was not so good and where can we improve?

5. How did the [PhD Representatives](#) assist you during this time and what other support was offered?

6. Was the [Welcome Letter](#) from the [PhD Representatives](#) helpful during the early stage?

1                      2                      3                      4

Very helpful not helpful

7. What information was missing?

### C. Your suggestions

8. Are there other than the instruments mentioned you would like to suggest?

9. Please provide your suggestions and criticism of the available instruments **and** inform us where from you know these instruments:

1. [PhD Representatives](#)

2. [Welcome Letter](#)

3. [Tutor of Trust](#)

4. [Status Reports](#) passage 3

6. PhD Student Award

7. [PhD-Day](#) Please enter English pages (Intranet) before.

8. Poster Award

9. [Bonus Regulation](#) passage 7

10. [Helmholtz-Juniors](#) only in German

11. [Participation in International Meetings](#) passage 6

12. [Participation in summer/winter schools](#) passage 6

13. [Participation in measures to supplement individual skills \(softskills\)](#) passage 6

10. Which form allows for the best access to the respective instruments?

Flyer along with the signed employment contract

Information events organised by the administration

E-mail from the [PhD Representatives](#)

(upon previous agreement to pass on the required personal data to the PhD representative)

Others

11. What else would you like to inform us about?

**Many thanks that you have taken the time!**

This information is of course voluntary:

\_\_\_\_\_  
Name of the participant in printed letters