**Annual Report for Doctoral Students**

 **College of Communication & Information**

**Section I – Coursework, Research, Service**

**NOTE:** This format must be used for each area (Coursework, Research, and Professional Service). This information will be used in college and university reports. It must be submitted properly, or it will be returned to the student for correction.

**Submission instructions:** Submit report electronically to Associate Dean’s office by **FEBRUARY 1.** Email as one document in PDF format to ccigradinfo@utk.edu. If you are completing Section II, include Section I & Section II in one document. Document file name must include student’s name.

Student Name:

Entering Year Cohort (i.e. Fall 2020):

Advisor:

Reporting Period: Summer 2022 through Spring 2023 (Include in this year’s report anything that happened since last year’s report.)

Please report your academic and professional progress in the following areas for this reporting period:

1. Coursework

1. List the courses you have taken and the grades earned for this reporting period. (You may access your academic history via your MyUTK account.) Do **not** attach your academic history.
2. List university-wide cognate courses taken this past year and their professors who have been especially helpful in your doctoral studies: (This helps other doctoral students find useful courses in their cognate.)

2. Research

1. List the full reference for each conference paper published or presented during the reporting period.
2. List the full reference for each scholarly work published during the reporting period.
3. Briefly describe research that you have in progress and explain how it fits into your broad research interests.

3. Professional Service

1. List service provided to the profession (e.g., conference reviewer, service to professional organizations).
2. List service provided to CCI (e.g., GSA, committees).

**Please be sure to include your current curriculum vita with your report.**

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**Section II - Assistantship Performance**

**NOTE:** This format must be used for each area (Funded Research Work and Teaching), or it will be returned to the student for correction. *If you are not a CCI Graduate Teaching Associate, you do not need to include Section II in your report.*

**Submission instructions:** If you are completing Section II, submit Section II with Section I (both sections are to be included in one PDF document).

Student Name:

Entering Year Cohort (i.e. Fall 2020):

Supervisor:

Reporting Period: Summer 2022 through Spring 2023 (Include in this year’s report anything that happened since last year’s report.)

Please report your assistantship accomplishments during the reporting period.

1. Assistantship duties assisting faculty in their research. (If you did not assist faculty with research the past year as part of your assistantship responsibilities, leave this section blank.)

1. Provide a list of the work accomplished and the names of faculty members with whom you have worked.
2. Provide a brief reflection on your experiences with these research projects.

2. Assistantship duties teaching as a sole instructor of record or assisting faculty with a course. (Leave this section blank if you did not teach at UT in the past year.)

1. Attach a copy of your TNVoice (CampusLabs Course Evaluations) for each course taught at UT.
2. Note your level of satisfaction with the TNVoice scores and discuss any important factors such as class size, new course, or new approaches that may have affected the scores, and course enrollment.