

# Guidelines

## on Writing an Interim Report under the Emmy Noether Programme



Disclaimer: The English translation of this document is provided for informational purposes. In the event of a discrepancy between the English and the German versions, the German text takes precedence.

### **Deutsche Forschungsgemeinschaft**

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## Preliminary Remark

At the end of the third funding year, an evaluation takes place based on an interim report: this is the basis for deciding whether there will be a second funding phase. The report must be understandable without referring to additional literature. The text of the report is the sole basis for evaluation. Please submit this interim report to the DFG six months before the end of the third funding year.

It must be submitted as a PDF file via the elan portal and there must be no password protection or access restrictions on the electronic documents for the purpose of reading, copying and printing. It is to be written in German or in English (as for the proposal), the font should not be smaller than Arial 11 point, with line spacing no less than 1.2.

[elan.dfg.de](http://elan.dfg.de)

## Interim Report

Please preface your report with a **cover sheet** in which you provide the following general information:

DFG reference number:

Name:

Official address(es) (institute/chair):

Topic of the project:

Reporting period:

The interim report should be geared towards the programme objectives. Please explain the following points in no more than **five pages**:

### a. Project history

Describe the progress of the project to date and explain how this progress matches up against your original plan. In case of deviations from the project plan or difficulties, please describe your strategies for completing the project successfully. This is also where you should outline your further plans for the second funding phase.

**b. Development of the group**

Explain how you succeeded in setting up your group and how you recruited staff. Describe the development of the group under your leadership, explaining to what extent difficulties have arisen and how you have addressed them.

**c. Academic environment**

At this point, please describe how you succeeded in integrating the group and your leadership position into the academic environment. Please also describe the model contract/employer's declaration and say whether you are able to make full use of the rights granted to you.

**d. Career path**

In conclusion, describe your individual career path to achieving professorship eligibility, in particular explaining your progress and any difficulties you may have experienced in teaching and doctoral supervision.