

Approved at the meeting of the Academic Council  
Doctoral School of Arts and Design

Agreed  
Academic Director of the Doctoral School of  
Arts and Design\_\_\_\_Liudmila Alyabieva

**The program of the portfolio composition  
of the main educational program of higher education – programs for the training of scientific and  
scientific-pedagogical personnel at the Doctoral programme  
Art and Design**

Scientific specialties:

5.10.1 Theory and History of Culture and Art

5.10.3 Types of Art

## **1. The portfolio consideration**

The main purpose of reviewing the portfolio of the main educational program of higher education – programs for the training of scientific and scientific-pedagogical personnel at the Doctoral School of Arts and Design programme "Art and Design" in scientific specialties 5.10.1 Theory and History of Culture and Art, 5.10.3 Types of Art is to identify the applicant's readiness to prepare and defend dissertation research.

The consideration for the portfolio of the main educational program of higher education – programs for the training of scientific and scientific-pedagogical personnel at the Doctoral School of Arts and Design programme "Art and Design" in scientific specialties 5.10.1 Theory and History of Culture and Art, 5.10.3 Types of Art consists of reviewing documents confirming the results of the applicant's scientific, academic and/or professional activities.

## **2. Portfolio structure**

To participate in the individual achievement competition (portfolio) The applicant can provide the following documents in Russian or English:

### **1. Research proposal**

In the research proposal, the applicant must indicate the intended research topic (in this case, the applicant can choose one of the topics proposed for development by the School of Design of the Faculty of Creative Industries of the HSE or suggest their own topic). The research project should contain an overview of the most important research achievements in the chosen field (with bibliographic references), as well as an assessment of the current situation in academic discourse (analysis of gaps, omissions and errors in current research). The applicant should list the questions that they would like to answer while working on their research. In addition, it is necessary to identify a research strategy (a set of procedures for answering research questions; empirical data and proposed research methods (methodology)).

### **The structure of the research proposal:**

- Research area
- The proposed topic of the dissertation
- Research problem / main research question
- Relevance and novelty of the research topic
- The degree of scientific development of the research topic
- The purpose and objectives of the study (correlated with methods and result-oriented)
- The object and subject of the study
- Theoretical and source base of the research
- Approximate structure of the dissertation (short or detailed outline)
- Expected research results
- A list of sources mentioned in the text.

### **2. CV**

3. Information about participation in conferences, exhibitions, competitions, schools, research projects, research grants, Olympiads, etc. in the field of art and design

4. List of publications. For consideration, it is necessary to provide complete bibliographic data of the publication (name of the journal, year, number, pages, availability of co-authors), as well as indicate the fact that the journal is in the relevant lists and lists - the A-D Lists of the Higher School of Economics, the List of the Higher Attestation Commission, the List of the RSCI (at the time of publication). Publications in the field of art and design are subject to review.

5. A copy of the diploma of education or a certificate of academic performance with a list of subjects studied and grades received

6. A letter of recommendation from a specialist familiar with the applicant's achievements

7. Documents confirming the applicant's work experience.

### 3. Components included in the portfolio documents

The selection procedures for applicants to the quota places are held in the portfolio consideration format

The portfolio is not evaluated according to criteria and scores.

<b>Components</b>
<b>Research proposal</b>
Matching the topic to the branch of science (art and design). Substantiation of the relevance and novelty of the research (taking into account the priority research areas of the Doctoral school (corresponding to the research tracks of the training unit): a clear definition of an unsolved problem within the chosen field, justification of its importance for the development of science (a new object, a new context of analysis, a new method of application, interdisciplinary synthesis, etc.). Formulation of a specific research task. The potential for obtaining significant results (theoretical or practical).
An overview of scientific sources on the research topic; a general description of the state of research on the topic, a description of the intended source base of the research. Definition and description of the proposed methodological apparatus and research strategies (an indication of the proposed research methods with justification for their choice for the topic being developed). Critical analysis of existing approaches; the ability to identify the lacuna (gap) that the proposed study is designed to fill.
The formulation of the goal and research objectives and their validity (the goal is formulated concretely, reflects the final scientific result, the tasks logically follow from the goal, correspond to the methods, reflect the structure of the study), the formulation of the object and subject of research (the object of research is clearly marked – a specific phenomenon, practice, body of works, etc., the subject is defined as a specific aspect of study within the object, the relationship between object and subject is clear and correct), taking into account the priority research areas of the educational institution (corresponding to the research tracks of the teaching unit), correlated with research methods and focused on the planned research results; the presence of a research hypothesis (an informed assumption requiring checks). The hypothesis correlates with the purpose, objectives and methodology, sets the verification vector.
Availability of a detailed preliminary plan (structure) of the dissertation, including an introduction (with a description of the subject area, relevance, novelty, goals, methods, etc.), the names of all planned chapters and paragraphs, as well as a brief explanation of the content of each section. The compliance of the structure with the stated goals and objectives, demonstration of the logical sequence of the study, and feasibility are evaluated (the study can be implemented at the level of modern research standards).
The quality of written speech; clear, concise and logical presentation of thoughts; literacy in the design of the list of references and footnotes in accordance with the Russian government standard GOST 7.0.5–2008 <a href="https://docs.cntd.ru/document/1200161674">https://docs.cntd.ru/document/1200161674</a> .
<b>Publication activity</b>
Scientific publications in the field of art and design
Availability of a published article in refereed journals indexed in lists A-D of the Higher School of Economics, carried out alone or in co-authorship (check <a href="https://scientometrics.hse.ru/en/lists/">https://scientometrics.hse.ru/en/lists/</a> )
Availability of articles in scientific journals included in the List of the Higher Attestation Commission, executed individually
Availability of articles in scientific journals included in the List of the Higher Attestation Commission, executed in co-authorship
Availability of any number of publications (or articles accepted for publication) that include at least one article published in the current RSCI list (but not included in the A-D Lists of the HSE or List of Higher Attestation Commission)

**Experience of participation in Russian and international scientific conferences**

The experience of participating in international conferences with an oral presentation, confirmed by relevant documents (certificate of participation, letter from the organizing committee, etc.)

The experience of participation in Russian (All-Russian, regional) or mixed/hybrid conferences with an oral presentation, confirmed by relevant documents (certificate of participation, letter from the organizing committee, etc.)

**Other achievements**

Participation in exhibitions and competitions in art and design, confirmed by a participant's certificate

Victory in exhibitions and competitions in art and design, confirmed by the diploma of the winner, prize-winner, laureate

Availability of a letter of recommendation signed and stamped by the organization from a specialist familiar with the educational and scientific achievements of the applicant

Documents confirming the applicant's implementation of projects in the field of art and design (e.g. curating an exhibition, competition, organizing a conference/seminar/symposium on art and design, etc.)

Work experience in areas relevant to the chosen research topic, existing projects of the School of Design, and the specifics of PhD studies