

## **Tallinn University Baltic Film, Media, Arts and Communication School guideline for creative doctoral thesis and preliminary defence**

### **1. The purpose**

- 1.1. The purpose of the Regulations for Doctoral Studies (hereinafter referred to as the *regulations*) is to specify the conditions and the procedure of pre-defence of doctoral students at the Baltic Film, Media, Arts and Communication School. The regulations are based on the Tallinn University Regulations for Doctoral Studies and Defence of Doctoral Theses, Study Regulations and other legislation regulating study, research and creative activities.

### **1. Attestation**

- 1.1. Attestation shall be conducted in accordance with the procedure established in the Regulations for Doctoral Studies and Defence of Doctoral Theses. An integral part of the evaluation report is a doctoral supervision journal, a form of which is available on the School's website. The progress of the doctoral student is assessed on the basis of the evaluation criteria in the field of humanities.
- 1.2. In the case of a creative thesis, the doctoral student must describe and provide evidence of the creative stages of completion at attestation. If the actual completion of the creative work does not correspond to the phases described in this regulation, the stages of the creative work must be described in the doctoral student's individual study plan and coordinated with the evaluation committee by the attestation of the first academic year, at the latest.
- 1.3. The stages of completion of the creative work should be broken down over the years as follows:
  - 1.3.1. By the end of the first year of study, the creative work has undergone a conceptual preparatory phase. The doctoral students present some initial parts of the creative thesis, such as the creative project collage, a list of possible participants, initial scenarios, etc.
  - 1.3.2. By the end of the second year all necessary preparatory work has been carried out in the modality(s) planned for the creative work. The doctoral student shall provide relevant evidence.
  - 1.3.3. By the end of the third year of study, the creative phase of the creative work has been completed or is near completion; post-processing is carried out. The doctoral student shall provide relevant evidence.
  - 1.3.4. By the end of the 4th year, the creative work has been completed and made available to an international audience.
- 1.4. Exceptions for the creative stages of the creative process are approved by the evaluation committee during the first attestation.
- 1.5. A creative work is openly presented to an international audience if it is:
  - 1.5.1. screened at an international category festival in Estonia or abroad;
  - 1.5.2. screened abroad;
  - 1.5.3. presented at any other cultural event open to international audiences in Estonia or abroad and previously approved by the Attestation Committee by decision of the Committee.
- 1.6. If the creative work is location-specific in a way where its presentation outside of Estonia would lose important context, the Attestation Committee may make an exception about international public performance.
- 1.7. If the creative work consists of several different parts (eg three different short films or exhibitions), at least 50% of the creative work must be presented to the international audience, the rest of the creative work must be publicly presented.
- 1.8. At the latest by the end of the 3rd academic year, the doctoral student shall coordinate with the attestation committee the submission form for the (pre) defence of the creative work, which

allows the (pre) defence committee to examine the creative work in as authentic a representation as possible. The agreement shall be fixed in the decision of the attestation committee.

## **2. Preliminary defence**

- 2.1. The purpose of pre-defence is to present the results of the doctoral thesis in an academic discussion with the lecturers in the field, placing them in a social and cultural context and explaining their potential implications in the context of future public choices.
- 2.2. The doctoral candidate submits his/her doctoral thesis to the director of the Baltic Film, Media, Arts and Communication School with the consent of the supervisor for pre-defence. In the case of creative work, the doctoral student shall also submit the creative work in a form approved by the attestation committee, which shall allow the pre-defence committee and the reviewers to examine the work in as authentic a representation as possible.
- 2.3. The specialist of Doctoral Studies will add an Urkund plagiarism system's report to the doctoral thesis on the basis of this version.
- 2.4. For pre-defence, a creative work does not need to be publicly presented to an international audience, but there must be confirmation of the public performance event still to come.
- 2.5. The Director of the Baltic Film, Media, Arts and Communication School, in consultation with the Attestation Committee (if needed), shall decide whether or not to grant permission for pre-defence within two weeks of the submission of the thesis.
- 2.6. In the event of a positive decision, the director of the Baltic Film, Media, Arts and Communication School, in collaboration with the doctoral programme curator and doctoral study specialist, will conduct a discussion of the pre-defence version of the doctoral thesis, involving at least one member of the Doctoral Council and at least two doctoral reviewers. At least one of the reviewers has to be from outside of the university.
- 2.7. In the case of a creative doctoral thesis, the public presentation of the creative work, which is the responsibility of the doctoral student, is part of the pre-defence. If the creative work is an exhibition, a production or other one-time/short-term event, a recording of the creative work may be submitted.
- 2.8. The pre-defence procedure is as follows:
  - 2.8.1. The Head of the Committee shall introduce the members of the Committee and give an overview of the timetable;
  - 2.8.2. Presentation of creative work;
  - 2.8.3. The doctoral student will provide an overview of the research problem, the motivation to pursue the topic, the main results and contribution to the development of the field and the possibilities for further research within 20 minutes.
  - 2.8.4. Reviewers initiate an academic debate,
  - 2.8.5. Members of the Pre-defence Committee continue the academic debate;
  - 2.8.6. Questions from other pre-defence participants;
  - 2.8.7. PhD Student's Final Conclusion;
  - 2.8.8. Closed meeting of the Pre-defence Committee for a decision.
- 2.9. The Pre-defence Committee shall make its decision in accordance with the procedure for defending doctoral studies and doctoral theses.
- 2.10. The defence procedure is regulated by the Tallinn University Regulations for Doctoral Studies and Defence of Doctoral Theses.