



# **Welcome Meeting of the ED PSIME**

**Rouen site**

**17th October 2023**

Jean Juraszek  
Directeur-adjoint, site de Rouen

ED: Ecole Doctorale = Doctoral School

# Outline



- 1- What is an ED ?**
- 2- What is the ED PSIME ?**
- 3- Labs and Topics**
- 4- Some figures**
- 5- PSIME structuration**
- 6- The rules**
- 7- Main steps over the 3 years**
- 8- CSI**
- 9- Activity Reports**
- 10- Trainings**
- 11- Financial support for Mobility and Trainings**
- 12- PhD thesis**
- 13- In case of problems**
- 14- Events**

**+ Cellule VSS de l'INSA Rouen Normandie**

**+ Mentoring Program**

**+ SFP**

# 1- What is an ED ?

- **An ED is an administrative structure responsible for monitoring doctoral students**
- **The EDs were established in 2006**
- **In France, there are 90 EDs in Sciences and Techniques**

# Missions of an ED

- Organize the competitive recruitments
- Manage all the other types of enrollments
- Prepare the registration process
- Supervise the entire journey of each doctoral student
- Rule on re-registrations
- Organize and monitor the actions of the CSI
- Set up specific trainings
- Manage aids for mobility and training
- Participate in the creation of events
- Check compliance with defense requirements
- Assist/advise doctoral students on a daily basis
- Participate in the compilation of statistics
- Look at the future of young doctors
- Represent our topics in places of decision and arbitration

## 2- What is the ED PSIME?

Each ED covers a territory and encompasses a field of topics



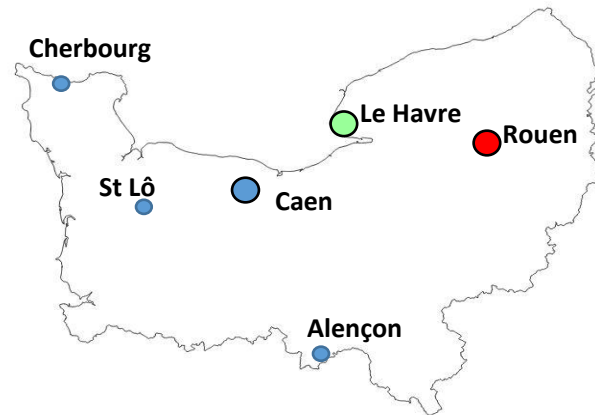
### Normandy



### What PSIME means ?

Physique, Sciences de l'Ingénieur,  
Matériaux, Energie

(Physics, Engineering,  
Materials, Energy)



#### Three « Sites »

-site of Caen

-site of Rouen

-site of Le Havre

# There are 8 EDs in Normandy

- **Biologie Intégrative Santé Environnement (NBISE)**  
*Biology, Health*
- **Physique, Sciences de l'Ingénieur, Matériaux, Energie (PSIME)**  
*Physics, Engineering, Chemistry (inorganic), Earth sciences*
- **Mathématiques, Information, Ingénierie des Systèmes (MIIS)**  
*Mathematics, Computing, Electronics*
- **Chimie (NC)**  
*Chemistry (organic)*

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- **Droit (DN)**  
*Law*
- **Economie-Gestion (EGN)**  
*Economy, Management*
- **Homme, Sociétés, Risques, Territoire (HSRT)**  
*Sociology, Psychology, Geography, Education*
- **Humanités (NH)**  
*Literature, Languages, History, Philosophy*

# What topics in ED PSIME ?

## ***Physics and Materials sciences***

Nucleus, Corpuscles, Solid state physics,  
Atomic physics, Optics and Lasers, Fluid mechanics



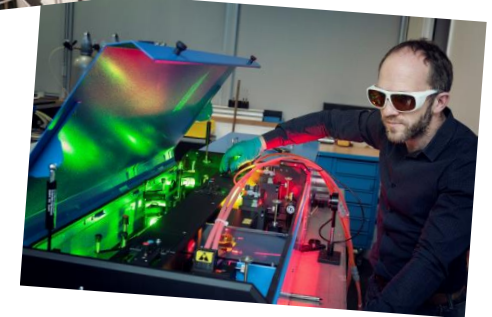
## ***Chemistry and Earth sciences***

Synthesis, Cristallography, Catalysis, Earth sciences



## ***Energy and Engineering sciences***

Combustion, Acoustics, Optoelectronics,  
Geo-environment, Civil engineering, Electrotechnics,  
Process Engineering, Components



# 3- Labs and Topics

⇒ 15 labs spread over 3 sites



## CAEN



Centre de recherche sur les Ions, les Matériaux et la Photonique



Laboratoire de Cristallographie et Sciences des Matériaux



Laboratoire de physique corpusculaire de Caen



Grand Accélérateur National d'Ions Lourds



Laboratoire universitaire des sciences appliquées de Cherbourg



Laboratoire catalyse et spectrochimie



Morphodynamique Continentale et Côtière



Laboratoire de Recherche Builders

## ROUEN



Complexe de Recherche Interprofessionnel en Aérothermochimie



Groupe de Physique des Matériaux



Laboratoire de Sécurité des Procédés Chimiques



Sciences et Méthodes Séparatives



Laboratoire de Mécanique de Normandie

## LE HAVRE



Laboratoire Ondes et Milieux Complexes

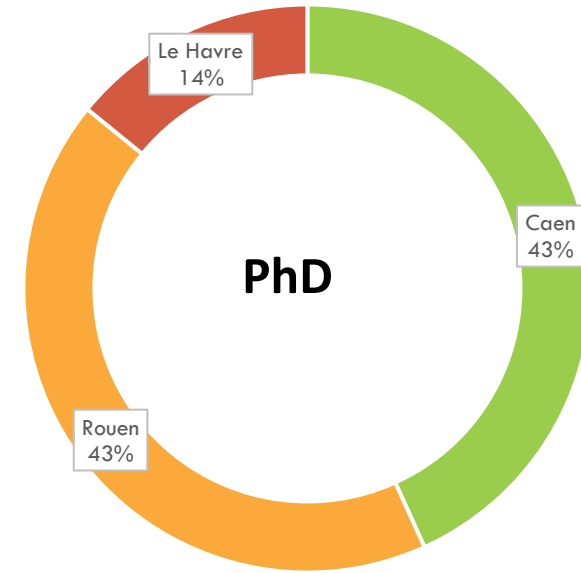
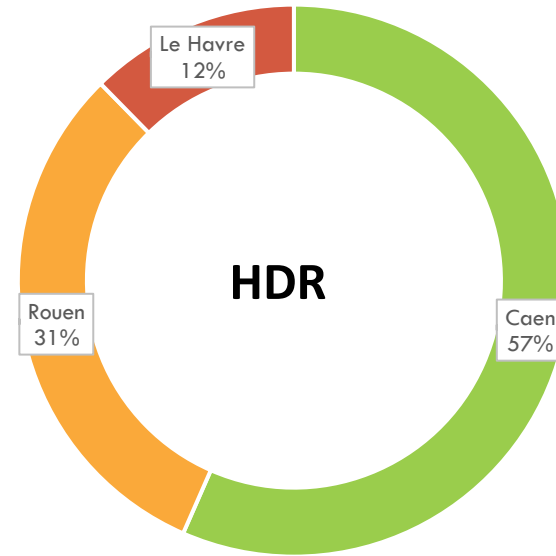


Groupe de Recherche en Électrotechnique et Automatique du Havre

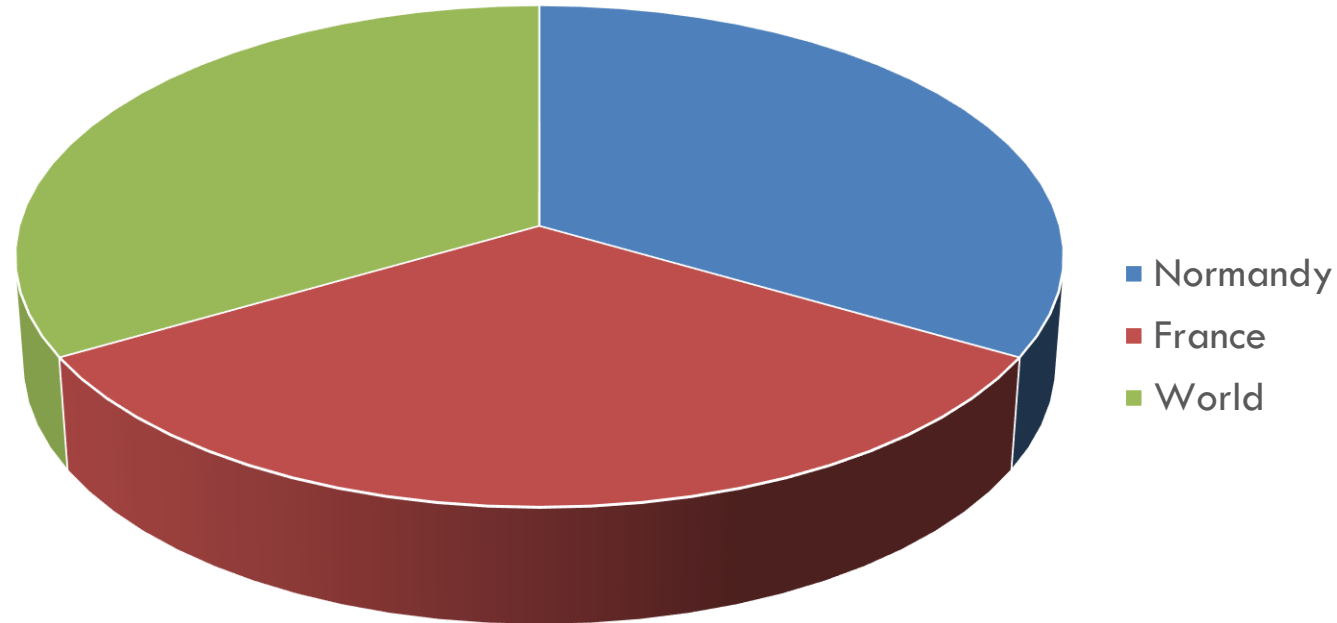


# 4- Some figures about PSIME

- ❖ 251 HDR researchers
- ❖ 350 PhD Students
- 110 enrollments per year



**Where do you come from ?**



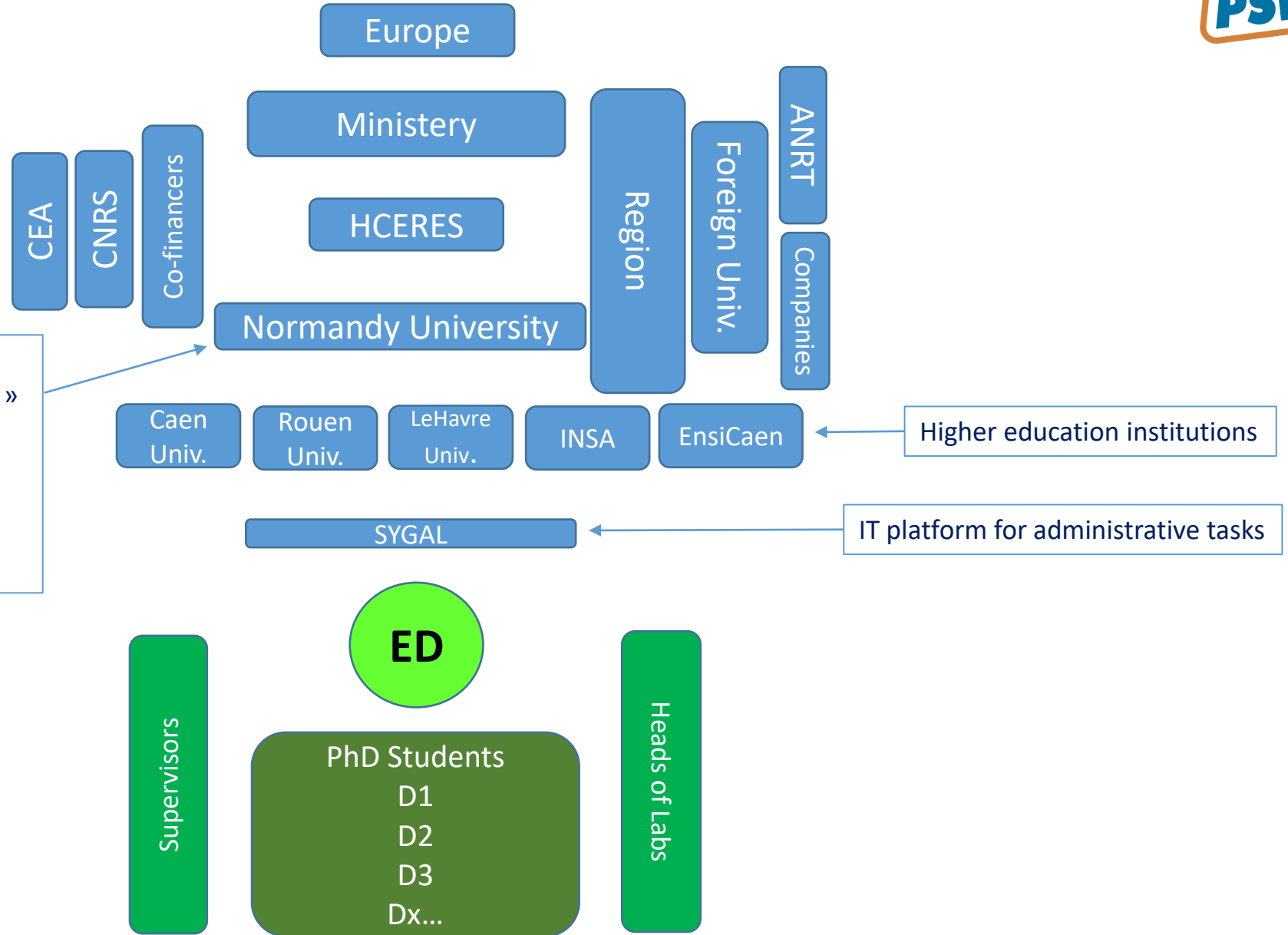




# 5- Structuration



## Eco-system of PSIME



Normandy University (COMUE)  
It drives the « Collège des Ecoles Doctorales » which :

- coordinates the regional doctoral policy
- organizes the transversal doctoral trainings
- organizes some events
- delivers the diploma



# 5- Structures of PSIME

## Bureau des Etudes doctorales

MSA and Le Madrillet



Vanessa Cappa  
(URN)

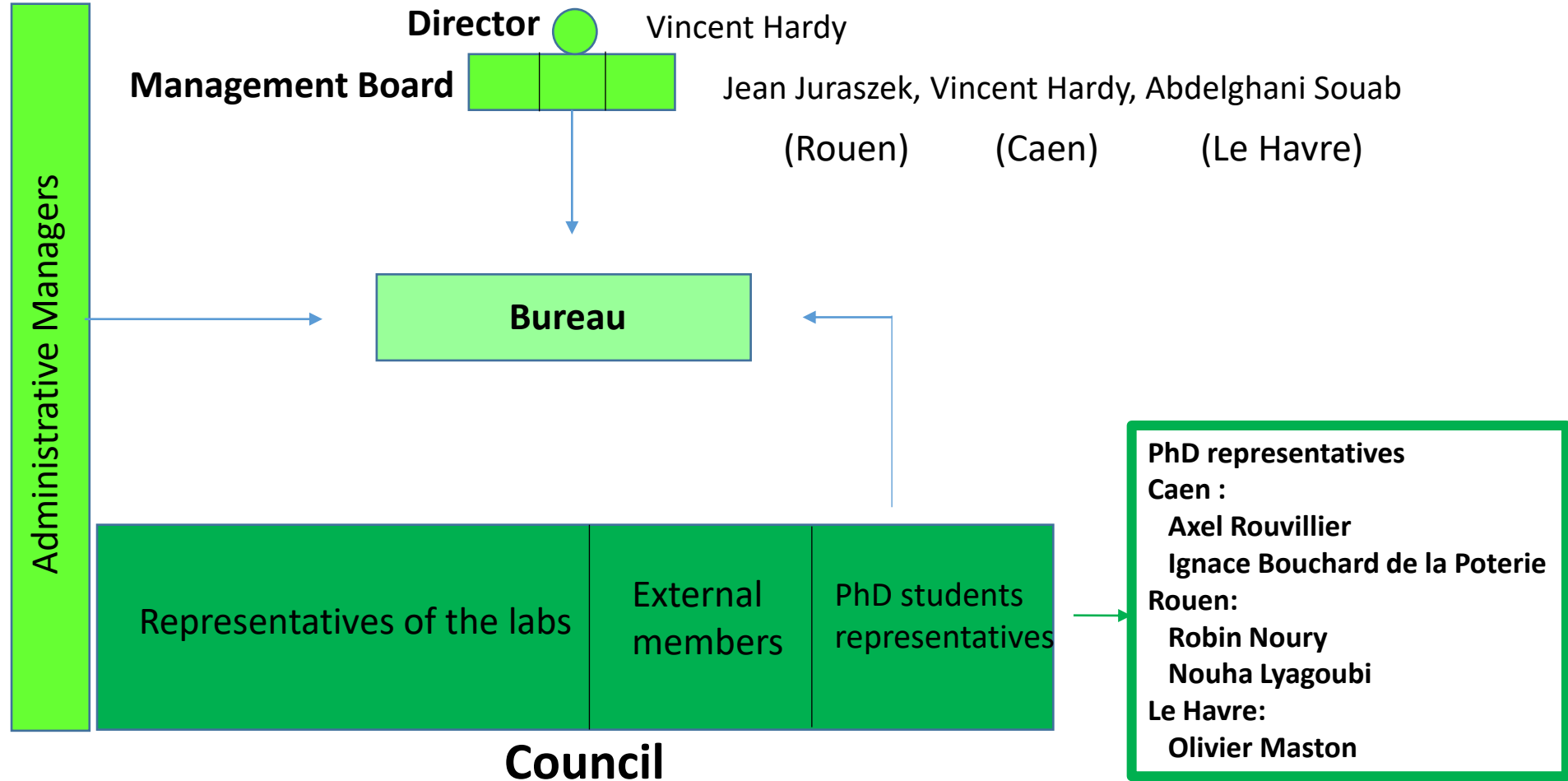
Vanessa.cappa@univ-rouen.fr



Caroline Meley  
(INSA)

caroline.meley@insa-rouen.fr

INSA Magellan, ground floor



**4 Council meetings per year**

# 6- The rules

Are dictated by:

## ❖ Ministerial Decrees

- 
- 
- 
- 

## ❖ Doctoral Charter

- 
- 
- 
- 

## ❖ ED Internal Rules

2016



2022



# Doctoral Charter



Having regard to the decree of 25 May 2016 establishing the national framework for doctoral training and the modalities allowing the awarding of national doctorate degrees;  
Having regard to the amending decision of 2015 of the MENESER allowing for the transfer to the Community of Faculties and Institutions of the University of Normandy (ComUE Normandie Université) of doctoral colleges and institutions in Normandy and their accreditation to award certified doctorate degrees;  
Having regard to the decision of 28 November 2016 of the Academic Council of the University of Normandy;  
Having regard to the charter of 28 November 2016 concerning the submission and the diffusion of doctoral theses awarded by the University of Normandy.

The present doctoral charter defines the principles established by the Community of Faculties and Institutions of the Normandy University (ComUE Normandie Université) in delivering national doctorate degrees. Doctoral students are registered in a member institution of the Normandy University, designated below as the "higher educational institution."

The terms "doctoral student" and "thesis supervisor" used in the present charter are generic and respectively represent both female and male doctoral students, and both female and male thesis supervisors. With "thesis supervisor" the present charter refers to single thesis supervisors or, in the case of co-supervision, co-supervisors.

## **ARTICLE 1 – AIMS OF THE DOCTORAL CHARTER**

The preparation of a doctoral thesis is based on a freely concluded agreement between the doctoral student and the thesis supervisor during the recruitment of the new researcher. This agreement establishes a precise definition of the research topic and the working conditions required to carry out the research, including the financial conditions.

The doctoral charter formalizes the reciprocal commitments of the doctoral student, the thesis supervisor, the director of the research unit, the director of the doctoral school and the head of the institution where the doctoral student is registered. It is signed by all parties when the student registers as a doctoral student.

The parties committed by this charter are:

- the doctoral student, who commits to applying any means at his/her disposal to successfully complete the previously defined research project and to carry out any training activities required both to conduct the research work and to complete his/her professional project.
- the thesis supervisor, who bears the scientific responsibility for the work, supervises it and ensures that the doctoral student can take part in the training activities offered by the doctoral school and by the College of Doctoral Schools (Collège des Ecoles Doctorales, CED).
- The director of the research unit in which the doctoral student carries out the research, who ensures that the doctoral student is properly integrated in the unit and that the necessary working conditions to allow a successful completion of the research project are fulfilled.
- the doctoral school, which is supported by the University of Normandy, and which brings together the research units that receive doctoral students, participates in their recruitment, organizes their training, helps them to prepare for their further professional career and oversees compliance with the provisions established in the present charter.

*You signed it !*

**ARTICLE 1- Aims of the doctoral charter**

**ARTICLE 2 - THE THESIS: A STAGE IN A PERSONAL AND PROFESSIONAL PROJECT**

**ARTICLE 3 – TOPIC AND FEASIBILITY OF THE THESIS**

**ARTICLE 4 – THESIS SUPERVISION, FOLLOW-UP AND FEEDBACK**

**ARTICLE 5 – FUNDING OF THE THESIS**

**ARTICLE 6 – DURATION OF THE THESIS**

**ARTICLE 7 – TRAINING CONTRACT**

**ARTICLE 8 – MEDIATION PROCEDURES**

**ARTICLE 9 – DISCONTINUATION OF REGISTRATION FOR DOCTORAL TRAINING**

**ARTICLE 10 - SUBMISSION AND DIFFUSION OF THE THESIS**

**ARTICLE 11 – THESIS VIVA**

**ARTICLE 12 – CONFIDENTIALITY**

**ARTICLE 13 – PROTECTION OF COPYRIGHT – QUOTATION RIGHTS**

**ARTICLE 14 – INTELLECTUAL PROPERTY**

**ARTICLE 15 – SPECIFIC PROVISIONS**

*Sure you read it ?....*

# Internal Regulations



## Doctoral School for

Physics, Engineering Sciences, Materials, and Energy (ED PSIME, n° 591)

Internal Rules approved by the Doctoral School Council on 5 July 2017 and examined by the College of Doctoral Schools on 31 August 2017.

*The Ministerial Decree of 25 May 2016 establishes the national framework for doctoral training and the conditions under which national doctorate degrees may be awarded. It applies to all doctoral students and thesis supervisors of the Doctoral Schools of the Community of Faculties and Institutions of the University of Normandy (henceforth: ComUE Normandie Université). The present Internal Rules complement the Decree but do not substitute it. The framework detailed below specifies the terms under which the Decree applies to all the users of the PSIME Doctoral School and details the roles, attributions and functioning of the Doctoral School.*

*It must be noted that the term “doctoral student” used throughout the present document is generic and represents both female and male students.*

*The rules and regulations set out in the present Internal Rules are completed by the procedures which are in force in the institution where the doctoral student is enrolled for doctoral training and work on his/her thesis. Any rules which are not specified in the relevant legislation, in the Doctoral Charter, in the present IR, and in the procedures of the institute where the doctoral student is enrolled for the preparation of his/her doctoral degree, fall under the authority of the Director of the PSIME Doctoral School, except when the competence lies legally with another part of the institution where the doctoral student is enrolled.*

*Updated very soon ...*

- Article 1 – Functioning of the PSIME Doctoral School**
- Article 2 – Conditions for enrollment as a doctoral student**
- Article 3 – Attribution of doctoral research funding contracts**
- Article 4 – Enrollment and re-enrollment as doctoral student, gap-years, Joint International Supervision**
- Article 5 – Supervision modalities**
- Article 6 – Doctoral training**
- Article 7 – Thesis defense**
- Article 8 – Follow-up of the professional insertion of doctors**
- Article 9 – Evaluation of the doctoral school by its users**
- Article 10 – Approval of the Doctoral School’s Internal Rules**
- Article 11 – Commitment by the doctoral student**

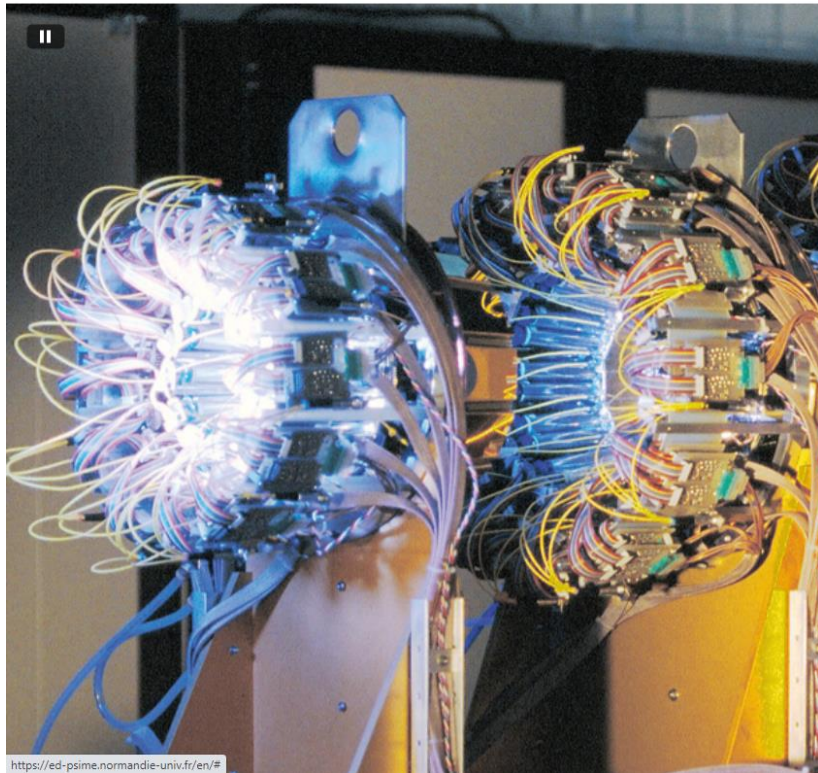
**PLEASE READ IT**



# Web Site



<https://ed-psime.normandie-univ.fr/en/>



**It is the only place to get the up-to-date forms to be filled**

# Duration = 36 months = 3×12 mois

**PhD work = Research & Training**

**PhD student = Student & Employee**

**Go to your supervision team. Be proactive. Ask questions  
Address the relational difficulties as soon as possible**

**It is one of the basic tasks of the doctoral school to help and support you in the event of difficulties. Do not hesitate to ask.**

**There are mutual rights and duties between you and the thesis supervisor  
You must feel comfortable with your CSI**

Think of the financial support from the ED for your mobility and external trainings

Don't wait for the last year to consider your trainings

Schedule well in advance the CSI meetings

Obey all the dealines !

The « Training and Production » requirements are mandatory

Don't wait for the defense to think of your post-doctorate position

**Sick leaves are mandatory in case of illness  
Any absence must be declared  
Take care of your health**

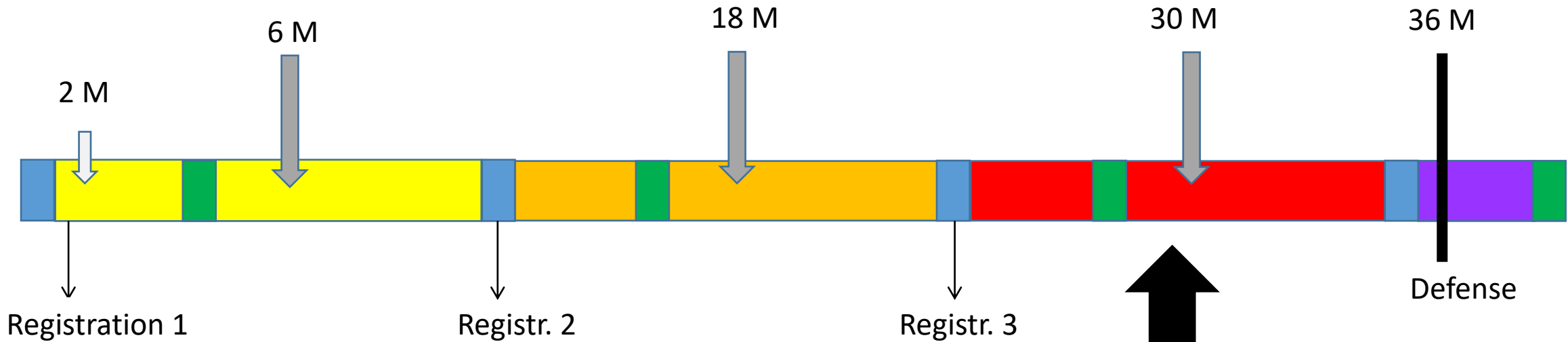


# 7- Main steps of the 3 years



Different « years »:

- Civil years
- Academic years
- Your « own » years



**Complete the training requirements  
Start the PhD thesis writing**

# SYGAL: SYstème de Gestion et d'Accompagnement doctoral



<https://sygal.normandie-univ.fr/>

## Doctoral Management and Support System

- Information
- Training (registration, surveys, etc.)
- Reports of the Individual Monitoring Committee (CSI)
- Annual reports
- Thesis submission and defense

Informations

[Le doctorat](#)

[Guide d'utilisation de SyGAL](#)

[Les Écoles Doctorales](#)

[Guide de la thèse](#)

## 8a- CSI « Comité de Suivi Individuel »= Individual Monitoring Committee



➤ System introduced in 2016

➤ What for ?... **The CSI has been settled to help you !**

- But to be efficient, it must be neutral (⇒ “in between”)
- It takes a distanced look checking that everything is going on smoothly
- It can remind each party of its duties and help them to get their right obeyed, if needed
- It relays the rules of the ED to each doctoral (student-supervisor) couple.
- It systematically reviews a series of basic questions (work, relationships, results)
- It assists the (student-supervisor) couple in finalizing the thesis project towards the defense
- It encourages the doctoral student to prepare his/her post-thesis professional future

## 8b- CSI : CONSTITUTION



The CSI is made up of at least two members independent of the thesis supervisor and of the research project.

Its minimum constitution is as follows:

- A member who can belong to the doctoral student's host laboratory (but not to the same team)
- A member from outside the doctoral student's host laboratory.
  - The composition of the CSI must be co-constructed by the doctoral student and his/her supervisory team
  - At least one of them is an academic (prof. or researcher) holder of the HDR.
  - One of the members must know the field of the thesis well, while the other may be very far from it.
  - The ED recommends that the PhD student suggests at least one of the members.
  - The ED recommends that at least one of the members be geographically close to the student's lab.

❖ **There are 3 mandatory interviews at 6 , 18 and 30 months (+42 in case of derogation)**

❖ **The CSI agreement is required for each reregistration**

❖ **Beyond the (6,18,30M) additional interviews or meetings or contacts are possible at any time !**

# 8c- CSI : The interviews



## *Documents on the website*

**The course of a CSI interview takes place in at least three stages:**

**1 - Scientific presentation by the PhD student** (the supervising staff is invited to attend but it should not interfere in the discussion at this stage)

- Oral presentation by the PhD student
- Discussion between the CSI and the PhD student

**2 - Interview between the PhD student and the CSI** (without the supervising staff nor any representative of the lab.)

- Monitoring of the working conditions

**3 - Interview between the supervising staff and the CSI** (without the PhD student)

- Monitoring of the working conditions

**A final session involving all the attendants** (PhD student, Supervising staff, CSI) may also be held. This is left to the discretion of the CSI.

**To be prepared:**

- **scientific report** (maximum 3 pages, in french or in english)
- **oral presentation** (for about 15 min at 6M, till about 30 min at 30M)
- **update of the form gathering the trainings and productions** (excel sheet available on the website)
- last but not least, all the questions you would like to ask or problems to be raised. Examples: how to have a teaching experience or attend a conference? You should also think about your professional future after the thesis.

**To be sent to the CSI at least one week before the meeting:**

- **“Thesis Projet”** and **“PhD Training Agreement”**, i.e. the documents provided to the Doctoral School along the registration process
- The **scientific report**
- The **summary of trainings and productions**

**To be done after the meeting:**

Once the CSI gave you their Meeting Report, **you have to deposit it** in the **SYGAL** system



-----MONITORING OF THE WORKING CONDITIONS-----

*The following questions aim at making sure that all the conditions are met to ensure a good start of the doctoral work*

Is the situation clear about the aims the doctoral work (in the student's mind) ?

YES – NO (comments if needed)

Is the situation clear about the strategy that will be followed ( in the student's mind) ?

YES – NO (comments if needed)

Are all the required means available to carry out the targeted doctoral work ?  
If necessary ,what should be done to improve the situation?

YES – NO (comments if needed)

Is the scientific background of the student well suited to carry out the doctoral work ?  
If necessary, what should be done to improve the situation ?

YES – NO (comments if needed)

*The quality of the relationship between the PhD student and his/her Supervising staff is crucial. All risk of misunderstanding should be addressed as soon as possible.*

Are the modalities of the interaction between student and staff clearly defined ?

YES – NO (comments if needed)

Is there any wish from the PhD student about the involment of the Supervising staff?

YES – NO (comments if needed)

-----CONCLUSIONS-----

Does the CSI consider the Doctoral work has started on the right track?

YES – NO (comments if needed)

Does the CSI plan to organize additional meetings (before the next mandatory interview at 18 months) ?

YES – NO (comments if needed)

Would it be useful to organize a meeting with the staff of the Doctoral School to address some issues ?

YES – NO (comments if needed)

Does the CSI ask for the organization of a probationary period to judge the relevance of a new annual registration? Contact the secretariat for more details about this procedure.

YES – NO (comments if needed)

The CSI members:

Name & Affiliation

Signature

Name & Affiliation

Signature

*All ideas from the CSI, the Ph student or the Supervising staff aiming to improve the efficiency of the monitoring process are highly welcome! The ED thanks you in advance.*



----- CONDUCT OF THE INTERVIEW -----

Date & Place :

PhD student (First Name, Name) :

Supervising staff (Names, labs) :

CSI members (Names, labs) :

----- REPORT & ORAL PRESENTATION -----

*It is reminded that the primary role of the CSI is not to evaluate the scientific level of the PhD student. The main goal of both the report and oral presentation is to provide the CSI with an overview of the thesis project. However, the report and the talk are also expected to reflect the level of involvement of the PhD student (which is an element of importance for the CSI) and they constitute an opportunity for the PhD student to show his/her skills in terms of scientific communication.*

Quality of the Report                      Poor – Average – Good – Very good

Quality of the Presentation              Poor – Average – Good – Very good

Clarity of the Replies to the CSI        Poor – Average – Good – Very good

General comments about the report, talk and replies

Is there any wish from the Supervising staff about the involvement of the PhD student ?

YES – NO (comments if needed)

Is there any change planned within the supervising staff ( in terms of co-supervisor and/or co-tutor) ?

YES – NO (comments if needed)

Suggestions of the CSI to improve the quality of the working relationship between the student and his/her supervising staff (if necessary)

Extrait de l'arrêté du 25 mai 2016 (modifié 26 août 2022): " Le comité de suivi individuel du doctorant assure un accompagnement de ce dernier pendant toute la durée du doctorat. Il se réunit obligatoirement avant l'inscription en deuxième année et ensuite avant chaque nouvelle inscription jusqu'à la fin du doctorat."

*The CSI must decide each year on the relevance of a new reregistration. The CSI may declare itself unfavorable to this reregistration if the progress of the work is deemed unsatisfactory, owing to a manifest "professional inadequacy" of the doctoral student. To be able to provide objective elements on this point, a probationary period should be organized before the next registration deadline. This period, which typically lasts 2 months, consists of producing and presenting the results of a list of tasks drawn up jointly by the thesis director, the committee and the doctoral school.*

*Let us emphasize that the purpose at this stage is not to give a definitive opinion on the next reregistration but rather to decide whether a probationary period prior to the rendering of this opinion must be organized. If the CSI decides to activate this procedure, please tick the corresponding box in the conclusion part of the report.*

Does the CSI ask for the organization of a probationary period to judge the relevance of a new annual registration? If yes, please shortly list the reasons which led you to make this decision

YES – NO (comments if needed)

# 8f- 30M Interview

*In case doubts remain about the inclusion of some parts still "under work", it must be realized that a decision has to be made very shortly (keep in mind that the manuscript must be sent at 34M !).*

Is the perimeter of this manuscript well defined ? What are the CSI recommendations to reach a consistent document ?

## ----- TRAINING PLAN & PROFESSIONAL PROJECT-----

Article 7.2 of the PSIME Internal Rules:" Before undertaking any steps towards organizing their thesis defense, doctoral students and their supervisors should verify that the following conditions are met:(i)part of the work done for the thesis should be published in an internationally recognized review, presented in a paper at a conference whose proceedings are published, patented or submitted for publication or patenting (except for particular confidential theses); (ii) doctoral students must be able to prove that they have followed the required training courses that match their professional project"

*It should be remembered that the requirements in terms of training and production are mandatory. No defense authorization will not be granted without compliance with these rules.*

Is the form "Summary of trainings and productions " properly completed (one talks about the excel sheet "Fiche Bilan Formation Doctorale" available on the website)?

YES – NO (comments if needed)

Are the conditions met in terms of "Trainings" and "Productions"? If not, this must be organized as soon as possible

YES – NO (comments if needed)



## ----- CONCLUSIONS -----

What is the CSI's advice to ensure a defense within the limit of 36 months ?

Does the CSI plan to organize additional meetings to closely follow the last stage of the thesis project ?

YES – NO (comments if needed)

Would it be useful to organize a meeting with the Doctoral School to address some issues ?

YES – NO (comments if needed)

The CSI members:

Name & Affiliation

Signature

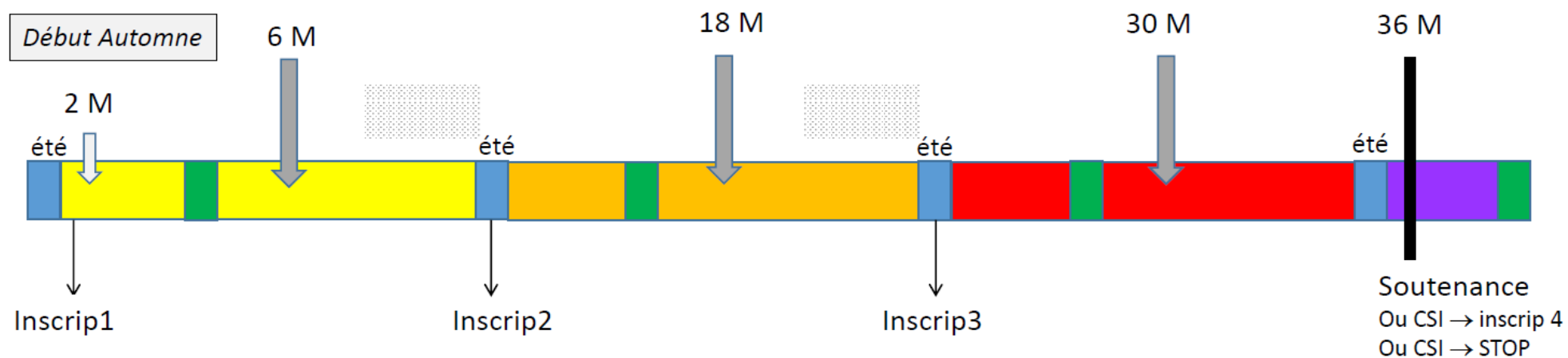
Name & Affiliation

Signature

*All ideas from the CSI, the Ph student or the Supervising staff aiming to improve the efficiency of the monitoring process are highly welcome! The ED thanks you in advance.*

## 8g- Possibility of probationary periods

- ❖ The CSI may declare itself unfavorable to the reregistration if the progress of the work is deemed unsatisfactory, owing to a manifest “professional inadequacy” of the doctoral student.
- ❖ **To be able to provide objective elements on this point, a probationary period should be organized before the next registration deadline.**
- ❖ This period, which typically lasts 2 months, consists of producing and presenting the results of a list of tasks drawn up jointly by the thesis director, the CSI and the ED.



# 9- ACTIVITY REPORTS



- System completely distinct from that of the CSI
- Purely administrative
- To be done every year online with SYGAL
- Specify the trainings and scientific productions
- It takes less than 15 mins to do it

## Warning:

**CSTI actions are mandatory for the Regional CDs (NR 100)**

*...the candidate undertakes to devote several days per year to scientific, technical and industrial culture activities...*

CSTI : Culture Scientifique Technique et Industrielle

Activités scientifiques / <i>Scientific activities</i>	
<b>Description du projet de recherche / Description of the research</b> L'objectif de cette étude est de qualifier cette nouvelle approche d'environnements miniers en activités ou fermés. Cette qualification repose sur des analyses chimiques et minéralogiques de référence effectuées en laboratoire acquises via un appareil transportable sur site et dont le traitement provient de 6 contextes miniers présentant des teneurs en éléments d'une exploitation minière (e.g. Ni) ou soit toxiques pour la population sites après-mines (e.g. As, Pb, Sb, ...) ont été prélevés et analysés.	
<b>Principaux résultats obtenus / Main results obtained</b> - Caractérisation en laboratoire d'échantillon après-mine par diverses méthodes combinées ID1 et ID2B - Création d'échantillon standard pour une calibration fonction instrumentale - Mise en évidence du choix du modèle de texture de référence sur les positions atomiques et les paramètres structuraux de la détermination structurale) - Cartographie XRD-XRF sur échantillon minier	
<b>Productions scientifiques / Scientific product</b> - Congrès : RX et matière 2021 - Aix-En-Provence (National) - Congrès 2021 - Visioconférence (National) - Congrès : European Crystallography Congress : Matériaux 2022 - Lille 2022 (International) - Webinaire : Réunion européenne du projet H2020 SOLSA avec le comité européen Visioconférence (International) - Papier en cours de rédaction : Atomic model on the textured corundum NIST standard - Journal of applied mineralogy - révision mineur : B. MAESTRACCI et al. (2023) Simultaneous combination of XRD and XRF methodological approach for on-site analysis on New-Caledonian Ni-Exploration	
<b>Formations doctorales thématiques et transversales / Doctoral trainings and transversal trainings</b>	
<b>Formations spécifiques/thématiques / Specific training</b>	
• Intitulé	Workshop MAUD
• Volume horaire	32 h
• Intitulé	Spectrocat
• Volume horaire	25 h
• Intitulé	Characterization of the surface of functional crystals
• Volume horaire	12 h
<b>Volume horaire total : 69 h</b>	
<b>Formations transversales/professionnalisantes / Transversal trainings</b>	
• Intitulé	Module pédagogique INSPE
• Volume horaire	30 h
<b>Autres activités / Other activities</b>	
• Intitulé	Sauveteur Secouriste du Travail
• Volume horaire	21 h
• Intitulé	Intégrité scientifique
• Volume horaire	15 h
• Intitulé	Règles d'usages de publication
• Volume horaire	6 h
• Intitulé	Open science
• Volume horaire	4 h
• Intitulé	Développer Stratégie Numérique
• Volume horaire	4 h
• Intitulé	données personnelles
• Volume horaire	3 h
• Intitulé	HAL
• Volume horaire	3 h
<b>Volume horaire total : 86 h</b>	
<b>Actions de diffusion de la culture scientifique, technique et industrielle / Actions of the framework of the promotion of scientific, technical and industrial culture</b>	
• Nature	Ambassadrice du Développement Durable
• Public	Tous public
• Temps consacré	15 h
• Date	01/06/2022
<b>Volume horaire total : 15 h</b>	

*Actions undertaken within the framework of the promotion of scientific, technical and industrial knowledge*



« Fête de la Science »

Relais d'Sciences

*Atelier du chercheur*

*Pint of science*

*A researcher, a teacher, a class*

*Lundis de l'Université Populaire*

MT180s

Communications to high school or middle grade students

Inter-age universities

Press, media,

Open days

CNRS Com'Lab

Etc...



## 10a- TRAININGS



❖ Disciplinary / Scientific →

**PSIME** 

❖ Cross-training / Professionally oriented →

**CED** 

❖ Other local trainings →

Ex: Master Courses  
Supercomputing CRIANN (Rouen)

❖ Other trainings elsewhere →

Ex: Summer schools  
Master courses  
ED courses

❖ Other experiences can also be regarded as « trainings »  
in particular Teaching and Supervision of trainees

## 10b- Trainings from our Institutions of Higher Education



*Those proposed by the hosting Institution specifically for the PhD students*

❖ **Disciplinary / Scientific .....PSIME**

❖ **Cross-training / Professionally oriented .....CED**

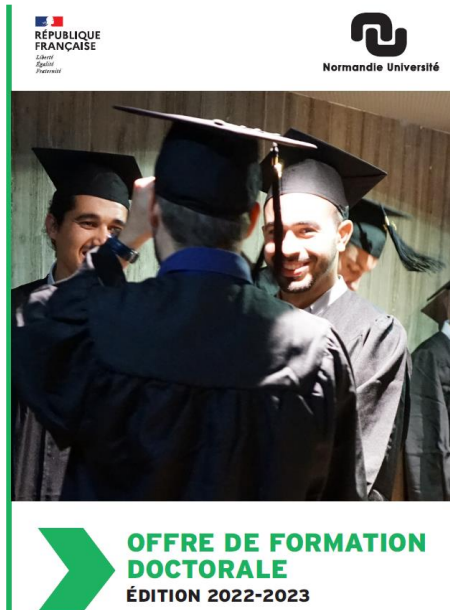
- **Evaluation by the doctoral students via a satisfaction survey**
- **Annual updating of the training offers**

# 10c- Interdisciplinary Trainings by CED



53 training courses divided into 8 modules

- Communication and interpersonal skills
- Thesis methodologies and tools
- Protect, promote and disseminate research results
- Support for becoming a professional
- Dissemination of scientific, technical and industrial culture
- Research and Higher Education
- Entrepreneurship
- Sustainable development and social responsibility



**October :**  
Training booklet  
Information online

**October → May**  
Registration on SYGAL  
Do it asap !  
Limited staffing

Contact pour les universités Le Havre Normandie et de Rouen Normandie, et pour l'INSA Rouen Normandie :  
**M. Emmanuel AVRIL**  
Gestionnaire des formations ED/CED  
Université de Rouen Normandie  
Direction de la Recherche et de la Valorisation (DRV)  
[emmanuel.avril@univ-rouen.fr](mailto:emmanuel.avril@univ-rouen.fr)  
Tél : 02.35.14.62.66



# 10d- Specific Trainings by PSIME



- ❖ **Advanced Laser Diagnostics (Rouen)**
- ❖ **Nanomaterials (Rouen)**
- ❖ **Characterization of the surface of functional crystalline materials: from fundamental to application (Caen)**
- ❖ **Luminescent materials and lasers (Caen)**
- ❖ **Multiphysics approach of Energy Systems (Le Havre)**
- ❖ **LaTeX (à Rouen et Caen, proposé par ED MIIS)**
- ❖ **Python (Rouen, et Le Havre ?)**

WebSite

**Luminescent materials and lasers (4H lecture, 20H Practical Work)**

Coordinator : A. BRAUD, Professor, CIMAP  
[alain.braud@ensicaen.fr](mailto:alain.braud@ensicaen.fr)  
*Speakers : A. Braud (Professor, UCN), C.Labbé (Associate Professor, UCN), Julien CARDIN (Research Engineer CNRS), Philippe MARIE (Associate professor UCN)*  
Course Location : Caen, Campus II ( Bâtiment F)

This course focuses on the optical properties of luminescent materials and their application to lasers. The practical part of this course will aim at the implementation by the PhD students of fabrication and characterization techniques of these materials and the realization of a solid-state laser. It is intended for PhD students of the ED PSIME wishing to develop their knowledge in this field.

Course (4 hours)

- Spectroscopic properties of luminescent materials
- Materials for optics and lasers
- Spectroscopic measurement techniques

Small group practical work (20 hours)

- Growth of massive single crystals (Czochralski, Bridgmann-stockbarger methods) and in thin layers (Liquid Phase Epitaxy)
- Cutting and polishing crystals and glasses
- Absorption and transmission spectroscopy
- Emission and excitation spectroscopy
- Time-resolved emission spectroscopy (spectra and fluorescence dynamics)
- Simplified modeling (on PC) of a laser (rate equations, laser gain, threshold determination and laser slope efficiency)
- Practical realization of a solid-state laser emitting in the visible

**October → Spring**  
Registration on  
SYGAL  
Do it asap !



Annuaire des thèses Formations Administration Aide

Accueil / Formations / Modules / Affichage d'un module de formation

### Formation spécifique PSIME

[Retourner à la liste des modules](#)

**Informations sur le module**

Libellé : Formation spécifique PSIME  
Code : M12

**Liste des formations associées au module**

[Ajouter une formation](#)

Libelle	
Advanced laser diagnostics (Diagnostics lasers avancés)	
Approche multiphysique des systèmes énergétiques	
Characterization of the surface of functional crystalline materials : from fundamental do application	
Initiation LATEX	
Materials and optical characterization	
Nanomatériaux	
Python	

### Materials and optical characterization

[Retourner à la liste des formations](#)

**Informations sur la formation**

Module : Formation spécifique PSIME  
Formation : Materials and optical characterization  
Description de la formation : Formation dispensée en anglais  
Code : M12P97

**Valeurs par défaut transmises aux sessions**

Site organisateur : UCN  
Responsable : MAVIEL Sandrine  
Type : Spécifique ED 591 PSIME  
Effectif de la liste principale : 16  
Effectif de la liste complémentaire : 3

**Liste des sessions**

Index	Site organisateur	Responsable	Modalité	Type	État	Séances
1	UCN	MAVIEL Sandrine	Présentiel	Spécifique ED 591 PSIME	<a href="#">Close</a>	8 séances - 19 h. <ul style="list-style-type: none"><li>• 05/06/2023 09:00 — 12:00</li><li>• 05/06/2023 13:30 — 15:30</li><li>• 06/06/2023 09:00 — 12:00</li><li>• 06/06/2023 13:30 — 15:30</li><li>• 07/06/2023 08:30 — 10:30</li><li>• 08/06/2023 09:00 — 12:00</li><li>• 08/06/2023 13:30 — 15:30</li><li>• 09/06/2023 08:30 — 10:30</li></ul>

# 10f- COMPULSORY TRAININGS



**Research ethics and scientific integrity.....MANDATORY in 1st year (D1)**

**Prevention of all forms of violence and discrimination.....MANDATORY**

- **These trainings are included in the CED offer / However there are not enough places for everybody**
- **External trainings are eligible**
- **For instance the MOOC from Bordeaux for « Ethics »**

## 10g- GOOD PRACTICES



- Registering for training is a firm commitment !
- **No last minute cancellation !**
- Unjustified absence will result in losing your rights to mobility aids !
- **Archive your training documents as you go !**
- Do not wait until the third year to complete these “trainings” requirements !

# TRACKING TABLE FOR THE TRAININGS



## Training requirements before PhD defense

		Fill in : Name, First Name	fill in
		Courses, Specific Training, Cross training	time in hours (or equivalent)
50H minimum in T0-T6  *T0 : mandatory	T0*	Research Integrity in scientific professions <a href="https://ed-psime.normandie-univ.fr/en/training-program/">https://ed-psime.normandie-univ.fr/en/training-program/</a>	XX
	T1	Modules proposed by Normandy Univ. <a href="https://ed-psime.normandie-univ.fr/en/training-program/">https://ed-psime.normandie-univ.fr/en/training-program/</a>	XX
	T2	Modules proposed by ED PSIME <a href="https://ed-psime.normandie-univ.fr/en/training-program/">https://ed-psime.normandie-univ.fr/en/training-program/</a>	XX
	T3	Modules proposed by a Master or by another Doctoral school	XX
	T4	Module proposed by INSPE	XX
	T5	Thematic/summer school	XX
	T6	Training in relation with the professional project	XX
Other activities	T7	Involvement in the doctoral school life (eq. 16H Max)	XX
	T8	Elected member in a PhD association (eq. 16H)	XX
	T9	Organization PhD Days (eq. 16H Max)	XX
	T10	Elected member in a council (lab. Univ...) (eq. 16H)	XX
	T11	Other administrative work (eq. 16H Max)	XX
	T12	Training within a company (CIFRE)	XX
	T13	Teaching, consultant to companies	XX
	T14	Science dissemination (fête de la science) (eq. 16H Max)	XX
	T16	Scientific Training (GDR, Workshop,...)	XX
	T17	Supervision of trainees (eq. 8H)	XX

Training in research integrity mandatory

50H in T0-T6 minimum

TOTAL Training (minimum 100 h) :

0

Training non validated

# TRACKING TABLE FOR THE PRODUCTIONS



## Scientific production requirements before PhD defense

Scientific production			Number of items (or equivalent)
<b>1 production mandatory (S1-S3)</b>	S1	Article in a peer-reviewed journal (accepted or submitted)	XX
	S2	International conference as a speaker	XX
	S3	Patent, Licence	XX
<b>Other scientific production</b>	S4	Thesis Award (eq. 1 production)	XX
	S5	Other article, conference, poster (eq. 0.5 production)	XX
	S6	Speaker in a national conference or a GDR (eq. 1 production)	XX
	S7	Seminar other lab. (eq. 1 production)	XX
	S8	Deliverables related to Funding (CIFRE,...) (eq. 0.5 production)	XX
	S9	Seminar in my lab. or team (eq. 0.5 production)	XX
	S10	Attending event (JDD, Doctoriales, MT180...) (eq. 0.5 production)	XX
	S11	Internship other lab, except cotutelle (eq. 0.5 production)	XX

1 scientific production S1-S3 minimum

**TOTAL Scientific production (minimum 3 scientific production) :**

**0**

Scientific production non validated

# 11- Financial support for Mobility and Trainings

**The ED can provide financial support for actions aimed at promoting your professional integration**

*This may include travel and/or registration costs for events such as **trade fairs, workshops, conferences, laboratory visits, job meetings, etc.)** or paid **specialized training** which may be remote.*

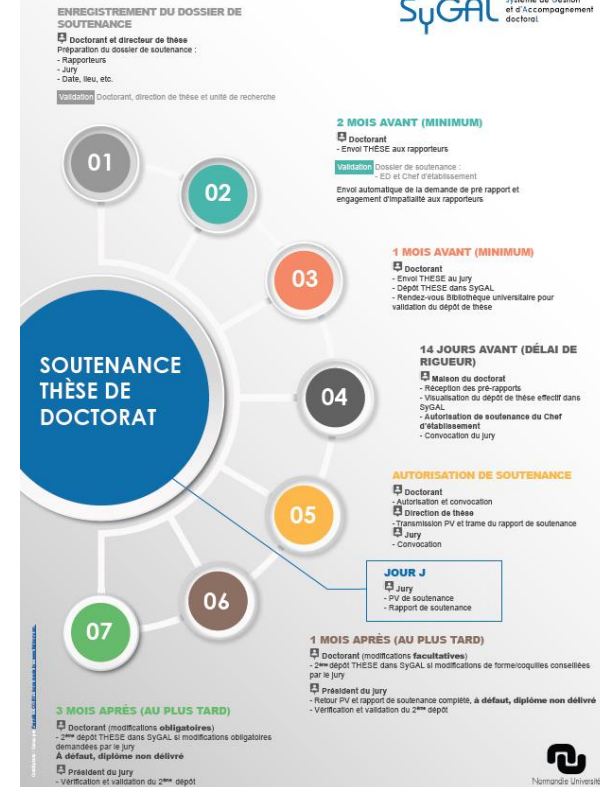
➤ Costs are always advanced by the laboratory / Then ED transfers this aid to the laboratories via NU

ED Training	Normandy	France	Europe	World	Training
50 € (automatic)	50 €	200 €	400€	800€	< ¾ cost & < 800

**\*\*SEND YOUR REQUEST AT LEAST ONE MONTH BEFORE THE EVENT\*\***

- Requests on a rolling basis / **Form sent to caroline.meley@insa-rouen.fr** / No retroactive requests
- Directory meeting each month /Decision sent to the PhD, supervisor and lab

# 12a- PhD Thesis : Manuscript and Defense



## Manuscript:

- Start at least 6-8 months before the contract end
- Think of the 2 required months between submission and defense
- Think of the “Summer Effect” & Possible need of additional experiments...
- Make regular backups and organize the exchanges with your supervisors

- No article-based PhD dissertation
- Monograph but 100 pages is enough (and you can add your papers at the end if you like)
- No plagiarism
- Keep energy to think about post-thesis

## Defense:


- Too early to talk about it. See website later
- Think about the possibility of a European Label
- DO NOT FORGET the Training and Production Requirements

## 12b- Assessment of the Training and Production Requirements



- **Pre-defense folder gathering all the supporting documents associated to each items of the follow-up tables**
- **It is examined by the Directory before signature by the ED of the Thesis Defense File**







**Information on submission**

**Title of the presentation:**  
Validation of a neutron spectrometer prototype : the DONEUT project.

**Author:**  
SIMONETTI Claude-Alexandre - EAMEA Cherbourg / LPC Caen, ENSICAEN

**Co-authors:**  
LABALME Marc - LPC Caen, ENSICAEN Mail: abalme@lpccaen.inp3.fr  
TROLET Jean-Louis - EAMEA Cherbourg Mail: jean-louis.trolet@tradel.gouv.fr  
MARY Patrick - EAMEA Cherbourg Mail: patrick.mary@tradel.gouv.fr  
SIMONETTI Claude-Alexandre - EAMEA Cherbourg / ENSICAEN / LPC Caen Mail: simonetti@lpccaen.inp3.fr

**Communication type:**  
Oral

## ATTESTATION DE SUIVI AVEC SUCCÈS

**Claude-Alexandre Simonetti**  
a suivi avec succès le MOOC\*

**Intégrité scientifique dans les métiers de la recherche - Session 2**  
proposé par Université de Bordeaux  
et diffusé sur la plate-forme FUN  
Le 17/09/2020

**Enseignants**  
Antoine de Daruvar  
Professeur de bioinformatique  
Yannick Lung  
Professeur émérite en économie

Le temps de travail estimé pour le MOOC est de 15 heures.

<https://www.fun-mooc.fr>

\* MOOC : cours en ligne.  
La présente attestation n'est pas un diplôme et ne confère pas de crédits (ECTS).  
Elle n'atteste pas que le participant était inscrit à l'Université de Bordeaux.  
L'identité du participant n'a pas été vérifiée.

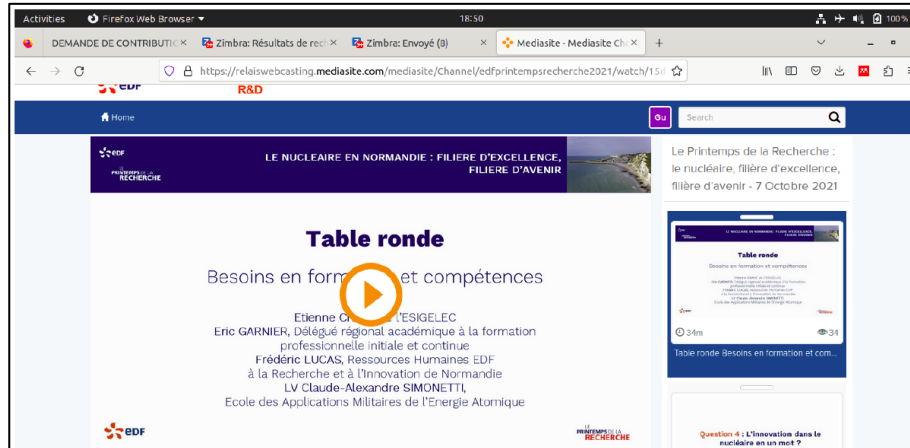



Table ronde  
Besoins en formation et compétences

Etienne C... ESIGELÉC  
Eric GARNIER, Délégué régional académique à la formation professionnelle initiale et continue  
Frédéric LUCAS, Ressources Humaines EDF à la Recherche et à l'Innovation de Normandie  
LV Claude-Alexandre SIMONETTI,  
Ecole des Applications Militaires de l'Energie Atomique



Intitulé de la formation ► **ANF « GEANT4 - 2020 »**

Nom du stagiaire : Simonetti Prénom : Claude-Alexandre Unité : LPC Caen / ENSICAEN

### QUESTIONNAIRE D'ÉVALUATION

Merci du temps que vous prendrez à remplir ce questionnaire. Il nous aidera à préparer les futures ANF et éventuellement à améliorer celles-ci. Il nous servira également à établir le bilan pour le CNRS.

**Exemple**

### ATTESTATION DE FORMATION


Je soussigné,  
Denis LEBRUN, Directeur de l'ED PSIME N°591,

**Certifie que : Monsieur Simonetti Claude-Alexandre**  
a suivi la formation suivante de façon effective la formation :

« Initiation LATEX »

**Intervenant :** Olivier LATRY  
**Date de la formation :** Le 6 et 13 mai 2022  
**Durée totale de la formation :** 6 heures  
**Lieu de la formation :** Visio-conférence  
**Organisateurs :** ED PSIME

Cette attestation est délivrée à l'intéressé pour valoir ce que de droit.



**EVÉNEMENTS**  
**Pint Of Science | Cherbourg | 2019 | Entre masse, énergie et temps**

Cet événement fait participer deux acteurs de la recherche scientifique à Cherbourg, l'EAMEA et ATRON METROLOGY. Quoi de mieux pour une belle soirée de science, que de parler accélérateur d'électrons et relativité autour d'une bière !

**Comment s'amuser avec Einstein**  
SIMONETTI Claude-Alexandre (Instructeur EAMEA)

La théorie de la relativité restreinte explique le mouvement des objets aux vitesses très élevées, proches de celle de la lumière. A ces vitesses, les notions d'espace et de temps ne sont plus intuitives. Mais, en passant par l'allégorie de la Caverne de Platon et les jumeaux de Langevin, il va vous être présenté une manière originale de l'aborder, au moyen de l'« Ceil relativiste », une figure géométrique originale

**Claude-Alexandre Simonetti**  
Doctorant en physique

Publications

Conference papers (1)

**Deconvolution methods used for the development of a neutron spectrometer**  
Claude-Alexandre Simonetti, Marc Labalme, Jean-Louis Trolet, Patrick Mary  
7th International Conference on Advancements in Nuclear Instrumentation Measurement Method and their Applications (ANIMMA 2021), Jun 2021, Prague (République tchèque), Czech Republic, pp. 09003, 2019, 1091, hal-02544191v1  
Conference papers [hal-02544191v1](#)

Preprints, Working Papers, ... (3)

**A new mathematical symbol : the terminal**  
Claude-Alexandre Simonetti  
2020  
Preprints, Working Papers, ... [hal-02509404v1](#)

**Un nouveau symbole mathématique : la terminelle**  
Claude-Alexandre Simonetti  
2020  
Preprints, Working Papers, ... [hal-02509404v1](#)

**An original geometrical contribution to special relativity**  
Claude-Alexandre Simonetti  
2018  
Preprints, Working Papers, ... [hal-01897250v2](#)

# 13a- In case of problems



## ➤ **Problems related to the progress of the thesis and/or relationship with the supervision team**

Start discussing with the management team / Then possibly the group leader /Then the laboratory management /**Contact the CSI** / Inform the ED secretariat

**Then, the ED can organize a mediation including all parties**

## ➤ **Health problems**

Provide a **“work stoppage”** in case of illness or accident (to your employer)

Notify the lab. management and the ED in the event of long-term leave (more than one month)

In addition to the private doctors, there are dedicated structures at URN and INSA!

## ➤ **Problems related to violence, harassment or discrimination.**

**Dispositif de lutte contre le harcèlement sexuel (URN)**

**CELLULE DE LUTTE CONTRE LES VIOLENCES SEXISTES ET SEXUELLES (INSA)**

For this type of problem, you will also have to notify the ED !

All the contact information are available on the website

## 13b- In case of problems



There is also the possibility that your supervisor has a problem with you !

- Your CD is 3x1 year and subject to agreement for extension each year (summer)
- Your CD is an employment contract so it can be terminated for professional misconduct or deficiency

But there are procedures (of course!)

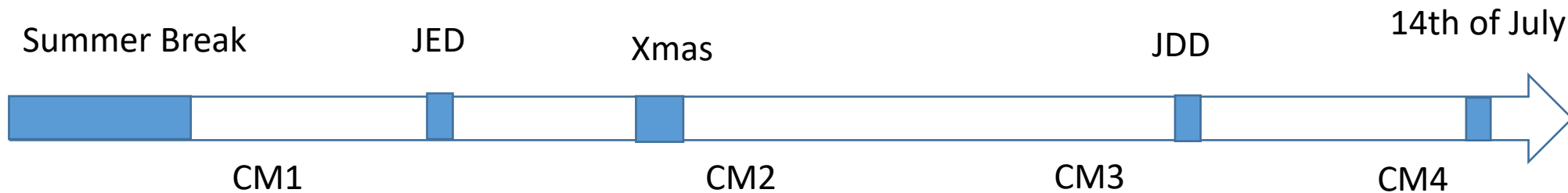
- The CSI opinion is an essential element
- If the conflict hardens, the ED comes into play
- Result of the probationary period is decisive. The ED is involved in this procedure
- In the event of a decision not to renew or interrupt the contract, there are also appeals.  
See the charter.

In practice, there are almost no terminations due to fault or misconduct...

# 14- Joint actions / Events / Activities



- ❖ Specialized trainings
- ❖ Exchange with your representatives to prepare the council meetings
- ❖ Surveys organized by your representative or the ED
- ❖ Meeting Days
- ❖ PhD association



**JED: Journée de l'Ecole Doctorale (Doctoral School Day): Fall Meeting**

**CM: Council Meeting**

**JDD: Journée des Doctorants (PhD Day) : Spring Meeting**



 **ed 590 MIIS**  
Mathématiques, Information,  
Ingénierie des Systèmes

 **ED PSIME**

# Welcoming Ph.D. Day

November 8<sup>th</sup>

Normandy University  
Amphl Pierre Varignon

**Program :**

- 10:00 – 10:30 :**  
Welcoming Coffee & Breakfast
- 10:30 – 11:30 :**  
Welcoming Speech
- 11:30 – 12:15 :**  
Former PhD Discussion
- 12:15 – 13:30 :**  
Formidable Buffet
- 13:30 – 14:45 :**  
To be determined
- 15:00 – 16:15 :**  
Environmental Management  
Evaluation Tools
- 16:30 – 17:45 :**  
Global Warming

**Special Guests :**  
*To be determined*  
*Alexandre Vivet*  
*Olivier Cantat*

**Contacts :**  
[jed-psime-2023@outlook.fr](mailto:jed-psime-2023@outlook.fr)  
<https://ed-psime.normandie-univ.fr>  
<https://ed-miis.normandie-univ.fr>





- **Start working**
- **Don't stay on your side**
- **Ask questions**
- **Establish a regular schedule of meetings with your supervisors**
- **Build your CSI**
- **Look at the Training offer**

***C'est parti !***