# Doctoral Portfolio Requirements Checklist

*Department of Family Sciences*

## Publications
- ☐ Submit qualifying exam manuscript to a peer-reviewed journal following successful oral defense

Select one of the following (in consultation with advisory committee):
- ☐ Submit a manuscript to a peer-reviewed journal prior to oral qualifying exam
- ☐ Coauthor a peer-reviewed and accepted extension publication prior to oral qualifying exam

## Presentations
- ☐ Research presentation at department, school, college, or university research meeting
- ☐ Two research presentations at national or international scientific conferences
  - must be sole or first author on at least one presentation
  - paper or poster presentations only
  - both presentations must be based on studies that involve data analysis

Select one of the following (in consultation with advisory committee):
- ☐ Online presentation
- ☐ Guest lecture in a faculty member’s class
- ☐ Extension in-service or county extension presentation with faculty mentorship

## Teaching
- ☐ Full responsibility for teaching a 3-credit-hour class with faculty mentorship
- ☐ Teaching portfolio

## Leadership & Citizenship
- ☐ Maintain membership in a professional organization beginning the first year in doctoral program

Select two of the following (in consultation with advisory committee):
- ☐ Review conference presentation proposals
- ☐ Review manuscript submitted for publication to peer-reviewed journal
- ☐ Coordinate a departmental (or broader) research symposium
- ☐ Serve on a department, university, regional, or national committee
- ☐ Serve as a moderator or discussant at a state, regional, national, or international conference
- ☐ Hold a leadership role in a graduate student organization
- ☐ Committee-approved alternative: ________________________________

**Note:** All portfolio items must be approved by the student’s Advisory Committee