

Pro Dean for Research Studies

Guidelines for public defence of a doctoral thesis with remote attendance

The Faculties of Humanities and Theology hereby clarify the rules that apply to the public defence of theses in which some participants are attending remotely.

General requirements

Doctoral thesis defences are to be public. If physical attendance is possible, there is no requirement to offer remote participation. The department may decide to offer remote participation even where it is not a requirement.

If restrictions limit or preclude physical attendance, digital participation is to be offered.

All participants, both on site and remote, are to be able to see and hear the chair of the public defence, the author of the thesis and the external reviewer. They are also to be able to hear all those who speak at the venue.

The author of the thesis, the chair, the external reviewer and the examining committee are to be able to give the public defence their undivided attention. If some participants are attending remotely, a person with the necessary expertise should therefore be appointed as responsible for image, sound and connection during the entire event. The cost for this rests with the department.

Thesis author and chair

The author of the thesis and the chair of the public defence are to attend the event in person, in a public venue in Lund. Exemption from this requirement may be granted by the Dean of Third-Cycle Studies, if special circumstances apply.

External reviewer and examining committee

The external reviewer and examining committee members may attend in person or remotely.

Substitutes for the examining committee members are to be appointed in advance by the Dean of Third-Cycle Studies, taking account of Chapter 6 Section 34 of the Higher Education Ordinance: "At least one of those participating in the grading of a doctoral thesis shall be someone who does not have a post at the higher education institution awarding the degree." It is possible to appoint a substitute for all members of the examining committee.

Other participants

Audience members taking part digitally are to have the opportunity to ask questions, orally or in writing, and to get answers to these questions.

The chair of the public defence of the doctoral thesis determines whether remote participants are to be required to sign up in advance to attend the event.

The chair's responsibility

The chair of the public defence is responsible for ensuring that any external reviewer or examining committee member taking part remotely has a stable internet connection of sufficient quality. The chair is also to ensure that participants have access to technical support at their location during the public defence, and that they can be reached by telephone should their connection be lost.

During the deliberations of the examining committee, no one other than the members of the committee is to be able to follow the discussion. The chair of the public defence is responsible for clarifying this point to all participants.

If contact with an external reviewer who is participating remotely is lost and cannot be restored, one or several of the examining committee members can act as external reviewer instead. The chair of the public defence is to have ensured in advance that they are prepared to do this. Otherwise, the chair is to decide to discontinue the public defence of the thesis.

If contact with an examining committee member who is participating remotely is lost and cannot be restored, a substitute can take their place. If no substitute able to perform this task has been appointed, the chair is to take the decision to discontinue the public defence of the doctoral thesis.

On behalf of the faculty board

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