

Checklist

Preparing for your Thesis defense

Several Months Before

Jury

- Propose names of potential jury members
- Check for conflicts of interest

Observation

- Attend thesis defenses within your faculty
- Observe the process and the candidates' demeanor
- Identify the types of questions commonly asked
- Gather feedback and experiences from recent PhD graduates

Skill Development

- Attend training courses (scientific communication, public speaking, science outreach, stress management, etc.)

Administrative Procedures

- Review the faculty's regulations and guidelines
- Check deadlines (submission, reports, defense)
- Plan the key stages of the process

The Final Weeks

Mastering the Content

- Re-read the thesis in its entirety
- Identify weaknesses, limitations, and points requiring clarification

Preparing the Presentation

- Structure the scientific narrative
- Adapt the presentation to the allocated time
- Select the most essential content (do not try to present everything)

Practice

- Organize one or more mock defenses

Anticipating Questions

- Identify likely questions (methodology, results, limitations, theoretical choices)
- Prepare well-reasoned responses to sensitive or challenging points
- Review the latest scientific developments related to the topic

The Week Before

Stress Management

- Practice a relaxation technique (breathing exercises, visualization, TOP, etc.)

- Work on posture, voice projection, and body language

Finalization

- Finalize the slides
- Prepare additional backup slides to address questions

Logistics

- Visit the room
- Test the computer equipment
- Check file compatibility
- Prepare backups (USB drive, PDF version, adapters, etc.)

Personal Organization

- Choose appropriate and comfortable attire
- Organize the post-defense gathering (meal, reception, drinks)

After the Defense

Follow-up

- Record any requested revisions
- Plan their integration into the final version
- Deposit the thesis with the library

For more information and advice on how to best prepare for the Thesis Defense visit the [Graduate Campus](#) webpage