

## Examples of panel visit schedules

The panel visit can be organized within a cluster of departments in many ways. Below you find some hypothetical examples to be inspired by. It is important to remember that the selection of individuals to be present during the panel interviews is done by the departments, but should reflect the department's organization and research activities. Strive for heterogeneity with regard to position (e.g. research leaders, professors, junior and senior researchers, postdocs, PhD students, etc), research area, gender, age etc.

### Example A

A panel visit schedule for a cluster of four departments (three smaller (1, 2 and 3) and one bigger (4))

	Tuesday
09:00-10:15	<i>Department 1:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, etc giving a good mix with respect to gender, age, field of research
10:15-10:25	<i>Coffee break</i>
10:25-11:30	Continuation <i>Department 1</i>
11:30-12:30	<i>Lunch</i> (responsible department 1)
12:30-13:30	<i>Department 1:</i> meeting with PhD-students. Discussion in themes from the self-evaluation
13:30-13:45	<i>Coffee break</i>
13:45-15:00	<i>Department 2:</i> Introduction for fifteen minutes by Head of department followed by meeting with PhD-students
	Wednesday
09:00-10:00	<i>Department 2:</i> Meeting and discussion on themes from the self-evaluation. Participants: Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, etc giving a good mix with respect to gender, age, field of research
10:00-10:15	<i>Coffee break</i>
10:15-11:30	Continuation <i>department 2</i>
11:30-12:30	<i>Lunch</i> (responsible department 2)
12:30-14:00	<i>Department 3:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, etc giving a good mix with respect to gender, age, field of research
14:00-14:15	<i>Coffee break</i>
14:15-15:00	Continuation <i>department 3</i>
	Thursday
09:00-10:15	<i>Department 3:</i> meeting with PhD-students
10:15-10:30	<i>Coffee break</i>
10:30-11:30	<i>Department 4:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, etc giving a good mix with respect to gender, age, field of research
11:30-12:30	<i>Lunch</i> (responsible department 4)

12:30-13:45	Continuation <i>department 4</i>
13:45-14:00	<i>Coffee break</i>
14:00-15:00	<i>Department 4: meeting with PhD-students</i>

### Example B

A panel visit schedule for a cluster of seven departments (two smaller (1,2) and five bigger (3, 4, 5, 6, 7))

	Tuesday
09:00-10:30	<i>Department 1:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, PhD students etc giving a good mix with respect to gender, age, field of research
10:30-10:45	<i>Coffee break</i>
10:45-12:00	<i>Department 2:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, PhD students etc giving a good mix with respect to gender, age, field of research
12:00-13:00	<i>Lunch together with PhD-students of department 2</i>
13:00-14:00	<i>Department 3:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, etc giving a good mix with respect to gender, age, field of research
14:00-14:15	<i>Coffee break</i>
14:15-15:00	<i>Department 3: meeting with PhD-students</i>
	Wednesday
09:00-10:30	<i>Department 4:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, etc giving a good mix with respect to gender, age, field of research
10:30-10:45	<i>Coffee break</i>
10:45-11:30	<i>Department 4: meeting with PhD-students</i>
11:30-12:30	<i>Lunch (responsible department 4)</i>
12:30-14:00	<i>Department 5:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, etc giving a good mix with respect to gender, age, field of research
14:00-14:15	<i>Coffee break</i>
14:15-15:00	<i>Department 5: meeting with PhD-students</i>
	Thursday
09:00-10:30	<i>Department 6:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants:

	Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, etc giving a good mix with respect to gender, age, field of research
10:30-10:45	Coffee break
10:45-11:30	<i>Department 6</i> : meeting with PhD-students
11:30-12:30	<i>Lunch</i> (responsible department 6)
12:30-14:00	<i>Department 7</i> : Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of e.g. research leaders, professors, junior and senior researchers, postdocs, etc giving a good mix with respect to gender, age, field of research
14:00-14:15	Coffee break
14:15-15:00	<i>Department 7</i> : meeting with PhD-students

### Example C

A panel visit schedule for a cluster of two departments (1, 2) with five sub-units respectively ((1a, 1b, 1c, 1d, 1e and 2a, 2b, 2c, 2d, 2e)

	Tuesday
09:00-10:30	<i>Department 1</i> : Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, leaders from the different sub-units, PhD-students
10:30-10:45	Coffee break
10:45-12:00	Continuation of <i>department 1</i>
12:00-13:00	<i>Lunch</i>
13:00-13:55	<i>Sub-unit 1a</i> : Introduction for ten minutes by research leader followed by discussion on themes from the self-evaluation. Participants: research leaders, professors, junior and senior researchers, postdocs, PhD students, etc with a mix according to gender and age
13:55-14:05	Coffee break
14:05-15:00	<i>Sub-unit 1b</i> : Introduction for ten minutes by research leader followed by discussion on themes from the self-evaluation. Participants: research leaders, professors, junior and senior researchers, postdocs, PhD students, etc with a mix according to gender and age
	Wednesday
09:00-09:55	<i>Sub-unit 1c</i> : Introduction for ten minutes by research leader followed by discussion on themes from the self-evaluation. Participants: research leaders, professors, junior and senior researchers, postdocs, PhD students, etc with a mix according to gender and age
09:55-10:05	Coffee break
10:05-10:55	<i>Sub-unit 1d</i> : Introduction for ten minutes by research leader followed by discussion on themes from the self-evaluation. Participants: research leaders, professors, junior and senior researchers, postdocs, PhD students, etc with a mix according to gender and age
10:55-11:50	<i>Sub-unit 1e</i> : Introduction for ten minutes by research leader followed by discussion on themes from the self-evaluation. Participants: research

	leaders, professors, junior and senior researchers, postdocs, PhD students, etc with a mix according to gender and age
11:50-13:30	<i>Lunch followed by mingle session with poster presentation</i>
13:30-15:00	<i>Department 2:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, leaders from the different sub-units, PhD-students
	Thursday
09:00-09:55	<i>Sub-unit 2a:</i> Introduction for ten minutes by research leader followed by discussion on themes from the self-evaluation. Participants: research leaders, professors, junior and senior researchers, postdocs, PhD students, etc with a mix according to gender and age
09:55-10:05	<i>Coffee break</i>
10:05-10:55	<i>Sub-unit 2b:</i> Introduction for ten minutes by research leader followed by discussion on themes from the self-evaluation. Participants: research leaders, professors, junior and senior researchers, postdocs, PhD students, etc with a mix according to gender and age
10:55-11:50	<i>Sub-unit 2c:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of professors and associate professors giving a good mix with respect to gender, age, field of research
11:50-13:10	<i>Lunch followed by mingle session with poster presentation</i>
13: 10-14:05	<i>Sub-unit 2d:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of professors and associate professors giving a good mix with respect to gender, age, field of research
14:05-15:00	<i>Sub-unit 2e:</i> Introduction for fifteen minutes by Head of department followed by discussion on themes from the self-evaluation. Participants: Head of department, a selection of professors and associate professors giving a good mix with respect to gender, age, field of research