Příloha č. 4 - Vzor pro vypracování Sebehodnoticí zprávy
SELF-EVALUATION REPORT 2019 – 2023

Content:
1/ BASIC INFORMATION ABOUT THE RESEARCH AREA (up to 5 pages)
2/ PERSONNEL SITUATION (up to 3 pages)
3/ RESEARCH OUTPUTS (up to 3 pages)
4/ RESEARCH FUNDING, SCIENTIFIC COOPERATION (up to 3 pages)
5/ IMPACT OF RESEARCH (up to 2 pages)

1. **BASIC INFORMATION ABOUT THE RESEARCH AREA (RA) – to give a context in which the given RA operates** *(up to 5 pages) [pro hodnocení má kapitola váhu 10 %]*
Description of the RA
   - research fields structure within the RA
   - faculties'/units' cooperation within the RA *(underlying data provided centrally by the rectorate)*
   - research strategy, decision-makers
   - uniqueness and importance of the RA for and within the university (also on national/international scale)
   - possible publication structure specifics within the RA, perceived relevant outputs and outlets
   - infrastructure for research, Open Science

RA during the evaluated period
   - advancements/progress of the RA in the evaluated period
   - reflection of the previous evaluation (2014-2018) if applicable
   - key topics and key research teams within the RA (possibly within particular fields)
   - reflection of the RA in a European/international (e.g. 4EU+)/benchmark/ context

SWOT analysis
   - bullet list of strengths, weaknesses, opportunities and threats
   - actions, measures and comments on how to deal with the weaknesses and potential threats
   - vision for the future - goals, strategies, measures, actions etc. for the future of the RA

2. **PERSONNEL SITUATION** *(up to 3 pages) [pro hodnocení má kapitola váhu 15 %]*
Distribution of employees
   - distribution of academic staff with respect to different stages of career, age distribution, gender distribution, and nationality (domestic-international) distribution with commentary *(underlying data provided centrally by the rectorate)*

Key researchers
   - up to *XX* key personalities (their impact, position in the international community, leadership) - general comment, plus details in a structured appendix

Junior researchers
   - number of Ph.D. students during the evaluated years, comparison to senior staff *(underlying data provided centrally by the rectorate)*
   - international young researchers, strategy towards internationalization of young researchers
   - up to *XX* young leaders (up to 8 years after finishing Ph.D.) - leadership, research topics, successes (general comment, plus details in a structured appendix)

Other comments

- approaches towards inbreeding
- alumni - e.g. graduates who continue as postdocs at prestigious foreign universities, innovators, start-ups

3. **RESEARCH OUTPUTS** (up to 3 pages) *[pro hodnocení má kapitola váhu 40 %]*
Summary of the research outputs/outcomes
- distribution of research outputs/outcomes for the RA (AIS and SNIP percentile distribution) *(underlying data provided centrally by the rectorate)*
- summarizing comments on the distribution

Top *XX* research outputs/ outcomes
- summarizing comment on the Top *XX* research outputs/outcomes
- list of Top *XX* research outputs of the RA - details in a structured appendix

4. **RESEARCH FUNDING, SCIENTIFIC COOPERATION – national and international** (up to 3 pages) *[pro hodnocení má kapitola váhu 15 %]*
RA within the national and international funding schemes
- role of national grant schemes (GAČR, TAČR, AZV,…) in funding of the RA projects – describe the context
- role of international and foreign grant schemes (Horizon 2020/Europe – ERC, MCSA,…) in funding of the RA projects – describe the context
- other important national / international cooperation context

Top research projects
- list of *XX* top projects in which the RA (Charles University) is engaged as a lead investigator (coordinator) - describe the project, total budget (+ CU share), number of researchers involved, list the main research outcomes (general comment, plus details in a structured appendix, link of the project)
- list of *XX* top projects in which the RA (Charles University) is engaged as a substantive other investigator (partner) - describe the project, total budget (+ CU share), number of researchers involved, list the main research outcomes (general comment, plus details in a structured appendix, link of the project)

5. **IMPACT OF RESEARCH (applied research, social relevance, third role…)** (up to 2 pages) *[pro hodnocení má kapitola váhu 20 %]*
General introduction
- common practice in particular RA, commentary
Applied research, societal impact
- list of *XX* most relevant applied research projects, collaboration with private and public sectors and other relevant activities - describe each project, comment on the relevant impact (technological, economic, social, environmental)
- list of *XX* most relevant cases of communication, promotion, and popularization of research and science – e.g. scientific podcast, reports for public, public talks and lectures, citizen science, exhibitions, multimedia outcomes, campaigns on social media etc.

STRUCTURE OF THE NOMINATIONS
- External links (hyperlinks) are allowed.
- Nominations are not evaluated individually.

1. Key researchers

Name	

Research field, Research topic	
Reason for nomination	*reason for nomination (up to 150 words)*
International activities	*international involvement, cooperation and visibility (up to 150 words)*
Impact, Leadership	*role of the researcher in the community, leadership, pedagogical skills (up to 200 words)*
Top outputs/projects/activities	*up to 5*

2. Young leaders

Name	
Research field, Research topic	
Reason for nomination	*reason for nomination (up to 150 words)*
International activities	*international involvement, cooperation and visibility (up to 150 words)*
Impact, Prospects	*role of the researcher in the community, leadership, pedagogical skills (up to 200 words)*
Top outputs/projects/activities	*up to 3*

3. Research outputs/outcomes

Output title	
Author(s)	
Output type	
Research field(s)	
Link to the output	
Identifiers (if applicable)	
Description	*description of the contribution in the given research area and the impact on the development of the given area will be provided (up to 500 words)*
Role of CU author(s)	*description of the role of authors or the team from the given RA in case of collective authorship (up to 100 words)*
Influential citations	*up to 10*

4. Projects (CU as PI + others)

Project title	
Research field(s)	
Description	*purpose of the project, description of the research team, development of the project, methodology (up to 300 words)*
Budget	*total (in EUR) versus CU share*
Outcomes	*list the main outcomes (up to 200 words)*
Link to the project	*if applicable*

5. Applied research and societal impact

Project title	
Research field	
Description of the output	*description of the applied research output (up to 150 words)*

Description of the collaborators	*description of the collaboration with private/public sector (up to 150 words)*
Impact	*comment on the relevant or expected impact, who benefits from the project (up to 200 words)*

6. Communication and promotion of research

Title	
Description, impact	*description of the case, potential impact, target audience (up to 500 words)*
Link	*if applicable*