**Website**

A lot of information to our SFB/TRR 225 are available on our website www.trr225biofab.de. There is an internal area with form and information. You can login with the password: Biofab2018

For our website I need some information and a picture from you:

Name

Previous academic education:

Academic Advisor within SFB TRR225:

Location:

Topic of thesis:

Main techniques and methodologies to be used:

As I am responsible for keeping the website up to date, I will publish information as well as pictures on the website www.trr225biofab.de. In dealing with photos of people, in addition to the principles of data protection, some regulations must be considered.

To fulfill the requirements, please fill the form (English or German) on our website: <http://trr225biofab.de/documents/>, sign it and sent it back to me as soon as possible.

**Event calendar**

There is a TRR 225 specific event calendar. You can import your iCal calendar to your existing calendar or create a new calendar and import the .ics file to it.

By using an iCalendar-compatible calendar software (Microsoft Outlook, Novell GroupWise, Google Calendar, Apple Calendar (formerly iCal), IBM Notes (formerly Lotus Notes), Yahoo! Calendar, Evolution (software), eM Client, Lightning extension for Mozilla Thunderbird and SeaMonkey) , the SFB/TRR 225 events will be automatically added to your calendar.

You can subscribe to this iCalendar that is saved in the .ics format by using the iCal-URL https://wueteams.uni-wuerzburg.de/ssf/ical/basic.ics?bi=75235&ui=482331&pd=3d38b95313ccbf238494ed33e0f609156b1a632a&v=1. Please make sure that you subscribe and not import the calendar.

Please find a short instruction for GroupWise and Microsoft Outlook on our website: http://trr225biofab.de/internal\_information/.

**Lab documentation form**

On our website www.trr225biofab.de you will find the SFB/TRR 225 "Lab documentation form" and additional information. Starting from July 2018 all experiments must be documented using this form. All further databases to be set up within the SFB/TRR 225 (Bioprintbase, Rheobase and interlaboratory tests – round robin tests) refer to the electronic lab documentation experiment number.

**TRR225\_Report\_form\_student helpers**

The report form for Student Research Assistants/ Helpers is necessary for all student helpers (also those, which were part of the SFB TRR225 proposal and directly assigned to a subproject) and has to be send to TRR225 office within 1 month after period of support. Only a short summery in bullet points and the benefit for the student helper has to be mentioned.

**TRR225\_Report\_Sheet\_ research fellowships**

For Short term research fellowships in collaborating labs of the SFB TRR225 no application is necessary. Please send this short report for documentation purposes to the TRR225 office.trr225@fmz.uni-wuerzburg.de

For all applications contain all the elements and documents defined in the application forms (including annexes and documents requested by the checklist enclosed) and send them to trr225@fmz.uni-wuerzburg.de. The young scientist committee will decide about granting.

**TRR225\_Progress\_Report**

PhD students and PostDocs involved in the SFB TRR225 are required to prepare a formalized progress report every 6 months which is due 14 days prior to the half-yearly Klausurtagung/consortium meeting. The report needs to be submitted to the responsible mentorship via the SFB TRR225 office (trr225@fmz.uni-wuerzburg.de) without request:

The report should include the current status and further planning of the work and will serve as the basis for discussions with the responsible mentorship at the Klausurtagung. Additionally, an oral progress talk (10 min) has to be delivered by the doctoral candidates at each Klausurtagung (alternately to all partici-pants or mentors only as depicted, see below). The prepared Power Point slides have to be submitted to the responsible mentorship via the SFB office (trr225@fmz.uni-wuerzburg.de) 14 days prior to the Klausurtagung without request.

**Graduate Schools**

Registration of all doctoral students in the local graduate schools is mandatory

All doctoral students must fulfill the DFG's rules regarding a structured education and must be registered in the local graduate schools. The respective doctoral regulations must be observed. Feedback to the management after registration is required (jennifer.ritzer@fmz.uni-wuerzburg.de).

**Würzburg:** University of Würzburg Graduate Schools - Graduate School of Life Sciences

http://www.graduateschools.uni-wuerzburg.de/life-sciences/startseite/

**Erlangen:** Life @ FAU> Graduate School of Life Sciences FAU

https://www.life.fau.de/

**Bayreuth:** BayNAT - Bayreuth Graduate School of Mathematics and Natural Sciences

<http://www.baynat.uni-bayreuth.de/de/index.php>

Study book inlets can be found at: <http://trr225biofab.de/internal-phd-documents/>

The mentorship requirements of the SFB TRR225 must be observed:

• Thesis committees:

* 2 PIs from two different disciplines / emphases
* 1 PI from another location
* Necessary: ​​compliance with the regulations of the respective graduate schools

**SFB/TRR 225 Summer school 2018**

The SFB/TRR 225 Summer school will take place on 17. to 21. September 2018 On Friday 21.09.18, there will be an optional practical course on rheology. The course will take place after the official closing remarks of Prof. Scheibel and is aimed at PhD students within the SFB/TRR225 who are going to work with the "Rheobase" database and who don't have much experience with rheological measurements yet. The course is scheduled for 2-3 hours and involves basic theory and experimental setup of rheology experiments, followed by the practical application of the newly developed "Rheobase" standard protocol that should be used at all locations in the future.

Please register under the link https://docs.google.com/spreadsheets/d/1NfespGtqIJ40X--Rk77zlgbEScrDCWRKdIvd5XIf9k8/edit?usp=sharing if you want to participate. For further questions regarding the content and organization of the workshop, contact David Sonnleitner (Phone: +49 921 55 4625, E-Mail: david.sonnleitner@uni-bayreuth.de).

**Klausurtagung 2018**

Our second Klausurtagung 2018 will take place in Bildungszentrum Kloster Banz from 04. to 06. December 2018 (https://www.hss.de/bildungszentren/kloster-banz/).

To plan the number of rooms needed please insert your details until 10. August 2018 into the following list: https://docs.google.com/spreadsheets/d/1npMMuNZAImt3KYd249RAOeXOUR74ZrNDgqCJnNI0WhI/edit?usp=sharing

- There will be single rooms available for PI´s and double rooms for PhD students and PostDocs.

- When registering you may indicate with whom you would like to share your room.

- Accommodation, full board and participation will be paid from the SFB/TRR 225 budget for all PI´s and PhD students in the SFB.

- SFB/TRR 225 members, associated PhD students (not SFB/TRR 225 funded) and associated PI´s (not mentioned in the proposal) registered as "Haushaltsstellen" in the DFB survey are able to participate but have to pay for accommodation, full board and participation by themselves.

In the event of cancellation or no-show, you have pay the following costs from your own budget:

a.) at the day of the conference until 7 days’ prior the conference: 60% to 80% of the confirmed price

b.) 8 to 28 days before the start of the conference: 50% of the confirmed price.

c.) 29 to 60 days before the conference 30% of the confirmed price.

d.) until 61 days prior the conference: no cancelation fee

To make the participants' leisure more individual, there is a leisure center with indoor pool, sauna, steam bath, solarium and bowling alley to rest and relax.

For a cozy end to the day the service staff will welcome you in the rustic equipped "Bierstübla", which is open for evening retreats during the meeting.

**Forms for PhD students and PostDocs**

You will find the following forms for PhD students and PostDocs in the internal area at our website: http://trr225biofab.de/internal-phd-documents/

**TRR225\_Application form International Research Fellowship**

Applications for International Research Fellowships up to 3 months (Deadlines 28th February; 31th October) are open in 2019, 2020 and 2021 (Deadline 2021 only 28th February).

**TRR225\_Application form student helpers**

Applications for Student Research Assistants/ Helpers (Deadlines 28th February – Start 01st May; 30th June – Start 01st September; 31th October – Start 01st January) are open in 2018, 2019, 2020 and 2021. There are 8 Student Research Assistants/ Helpers (3 for Würzburg, 3 for Erlangen and 2 for Bayreuth) available every year. Only PhD students/Postdocs are able to apply for a Student Research Assistants/ Helpers. Applications from PIs or applications, which seems to be written by a PI will be directly rejected.

**Save the date**

Please be available at following dates

**2018**

17. to 21. September 2018 TRR225 Summerschool "Chemie und Physik von Biotinten" in Bayreuth

28. to 31.10.2018 Annual Conference of the ISBF in Würzburg

04. to 06. Dezember 2018 2. Klausurtagung 2018 Bildungszentrum Kloster Banz, Bad Staffelstein

**2019**

25. to 28. März 2019 1. Klausurtagung 2019 Bildungszentrum Kloster Banz, Bad Staffelstein

07. to 10. Oktober 2019 2. Klausurtagung 2019 Bildungszentrum Kloster Banz, Bad Staffelstein