WEEK 8 — WORKSHEET EXERCISES

CBT Tools for Dissertation Success

Dr. Frank Silvey Czarny

12/13/2025



© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

Contents

⭐ WEEK 8 — WORKSHEET ACTIVITIES....3
Theme: Dissertation Completion, Publication, and Professional Growth....3
🔵 TOPIC 1: Finalizing Dissertation Manuscript....3
Exercise 1 — Completion Checklist....3
Topic Addressed: Dissertation Completion....3
Exercise 2 — Chapter Self-Review....4
Topic Addressed: Self-Editing....4
🔵 TOPIC 2: Preparing for Submission and Publication....5
Exercise 3 — Journal Selection....5
Topic Addressed: Academic Publishing....5
Identify 3 journals or conference outlets suitable for your dissertation research:....5
Exercise 4 — Abstract and Keywords Draft....6
Topic Addressed: Publication Readiness....6
🔵 TOPIC 3: Professional Development and Networking....7
Exercise 5 — Networking Strategy....7
Topic Addressed: Professional Growth....7
Exercise 6 — Conference Planning....8
Topic Addressed: Professional Presentation....8
🔵 TOPIC 4: Reflecting on Doctoral Growth....9
Exercise 7 — Reflective Journal....9
Topic Addressed: Self-Reflection....9
Exercise 8 — Skill Inventory....10
Topic Addressed: Professional and Academic Skill Development....10
🔵 TOPIC 5: Managing Post-Dissertation Transition....11

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

Exercise 9 — Future Research Planning.....11
Topic Addressed: Continuing Scholarship.....11
Exercise 10 — Goal Setting for First Year Post-Dissertation..... 12
Topic Addressed: Career Planning..... 12

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

⭐ WEEK 8 — WORKSHEET ACTIVITIES

Theme: Dissertation Completion, Publication, and Professional Growth

🔵 TOPIC 1: Finalizing Dissertation Manuscript

Exercise 1 — Completion Checklist

Topic Addressed: Dissertation Completion

Check off items to ensure your dissertation is ready for submission:

Task	Completed? (✔)	Notes / Next Steps
All chapters complete		
Tables and figures finalized		
References formatted		
Appendix materials included		
Proofreading and copyediting done		
Institutional formatting requirements met		

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

Exercise 2 — Chapter Self-Review

Topic Addressed: Self-Editing

For each chapter, write **one strength** and **one improvement needed**:

Chapter	Strength	Improvement Needed
Introduction		
Literature Review		
Methodology		
Results / Findings		
Discussion		
Conclusion		

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

🔵 TOPIC 2: Preparing for Submission and Publication

Exercise 3 — Journal Selection

Topic Addressed: Academic Publishing

Identify 3 journals or conference outlets suitable for your dissertation research:

Journal / Conference	Scope / Fit	Submission Requirements	Timeline

Reflection: Which journal aligns best with your research goals and audience?

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

Exercise 4 — Abstract and Keywords Draft

Topic Addressed: Publication Readiness

Write a **150–250 word abstract** for your dissertation and list 5–7 keywords for indexing.

- Abstract: _____
- Keywords: _____

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

🔵 TOPIC 3: Professional Development and Networking

Exercise 5 — Networking Strategy

Topic Addressed: Professional Growth

List 5 professional connections or organizations you can engage with post-dissertation. Include one action step for each.

Contact / Organization	Purpose / Goal	Action Step

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

Exercise 6 — Conference Planning

Topic Addressed: Professional Presentation

Identify 2–3 conferences relevant to your field. For each, complete:

Conference	Location / Date	Type of Presentation	Steps to Prepare

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

🔵 TOPIC 4: Reflecting on Doctoral Growth

Exercise 7 — Reflective Journal

Topic Addressed: Self-Reflection

Answer the following:

1. What are the three biggest lessons learned during your doctoral journey?
2. Which challenges taught you the most about yourself as a researcher?
3. How has your perception of research and scholarship changed?

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

Exercise 8 — Skill Inventory

Topic Addressed: Professional and Academic Skill Development

List skills you have developed during your doctoral program. For each, indicate **strength level (1–5)** and **how you plan to apply it in your career**:

Skill	Strength (1–5)	Career Application

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

🔵 TOPIC 5: Managing Post-Dissertation Transition

Exercise 9 — Future Research Planning

Topic Addressed: Continuing Scholarship

Identify potential follow-up studies, grant opportunities, or collaborations:

Research Idea / Project	Potential Funding / Collaboration	Next Steps

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.

Exercise 10 — Goal Setting for First Year Post-Dissertation

Topic Addressed: Career Planning

Set **three realistic goals** for the first year after completing your PhD:

Goal	Action Steps	Timeline	Metrics for Success

© 2025 [Frank Silvey Czarny, PhD]. All rights reserved.