

Guide for annual evaluation of the doctoral student's supervision and work situation

The guide should be a tool to facilitate an evaluation of the doctoral student's supervision and work situation. Before the discussion, which should preferably take place in connection with the update of the study plan, both the doctoral student and the supervisor(s) should go through the questions on their own and tick off the options below that best describe the situation they experienced. The extent to which the follow-up questions should be discussed should be guided by the answers to the initial questions.

The guide

What is the overall experience of the main supervisor's supervision?

Excellent Satisfactory Less good Poor

What is the overall experience of the tutor's supervision?

Excellent Satisfactory Less good Poor

Discuss:

Does the division of labour between the main supervisor and the co-supervisor work?

Is the supervision sufficiently frequent, does it have the right form and content?

What type of supervision has worked well/less well in relation to the progress of the work?

Is there anything more/less desired?

The relationship between supervisor and doctoral student

How does the relationship between the main supervisor and the doctoral student work?

Excellent Satisfactory Less good Poor

How does the relationship between the co-supervisor and the doctoral student work?

Excellent Satisfactory Less good Poor

Discuss:

What demands and expectations are made of each other, and to what extent are they met?

Is there good transparency and honesty between the parties?

Is there a clear demarcation between private and professional life?

Is there a need for greater privacy?

How should potential problems and conflicts between the parties be handled?

What external support is available for the doctoral student (department, head of department, representative, etc.)?

Division of responsibilities

How clear is the division of responsibilities between supervisor and doctoral student?

Excellent Satisfactory Less good Poor

Discuss:

Who is responsible for solving any practical problems that arise, the supervisors or the doctoral student?

Who is responsible for writing the individual study plan?

Who is responsible for scheduling supervision meetings?

Does the division of responsibilities between the parties need to change?

Working environment

How does the doctoral student perceive his/her work environment?

Excellent Satisfactory Less good Poor

Discuss:

What is the doctoral student's relationship with his/her fellow doctoral students, researchers at the department and administrative staff?

Does the doctoral student have access to the equipment necessary for the research, such as a work room, computer, lab?

Is the workload appropriate?

What can be done to improve the physical and psychosocial working environment?

Research group

How well integrated does the doctoral student feel in the research group he/she is part of?

Excellent Satisfactory Less good Poor

How well does the research group function?

Excellent Satisfactory Less good Poor

Discuss:

What are the strengths and weaknesses of the research group?

What is the division of labour and information exchange, and how well does it work?

How can the position of the individual doctoral student be strengthened within the group?

Contact network

What is the doctoral student's network of contacts within the academy?

Excellent Satisfactory Less good Poor

What is the doctoral student's network of contacts outside the academy?

Excellent Satisfactory Less good Poor

Discuss:

How is the contact network built up?

What are

the opportunities and needs now and in the future?

Does the doctoral student have access to the contact network of the supervisor or other persons?

Departmental service

How comfortable is the doctoral student with any institutional work?

Excellent Satisfactory Less good Poor

Is there a desire to change the scope or content?

What is the impact of departmental service on the dissertation work?

Conferences and doctoral courses

How do you perceive the range of conferences?

Excellent Satisfactory Less good Poor

How do you perceive the range of doctoral courses?

Excellent Satisfactory Less good Poor

Discuss:

What is the responsibility of the supervisor to find suitable conferences and doctoral courses for the doctoral student?

What are the opportunities and needs now and in the future?

What are the direct or indirect requirements of the institution and/or the research community for doctoral students to actively participate in conferences?

Life in general

How well does the doctoral student enjoy life outside of research studies?

Excellent Satisfactory Less good Poor

Discuss:

Are there moments in your life outside of your research studies that have a negative impact on your thesis work or supervision (e.g. depression, burnout, conflicts, illness, family problems)?

If so,

how should the department and the supervisor respond to the doctoral student?

What can be done to create a good working situation in these circumstances?