Successful SupervisionA Dialogue Facilitator

to promote trusting collaboration that contributes to the development of those involved

to help develop the maturity for personal responsibility

to clarify expectations, roles and realistic plans



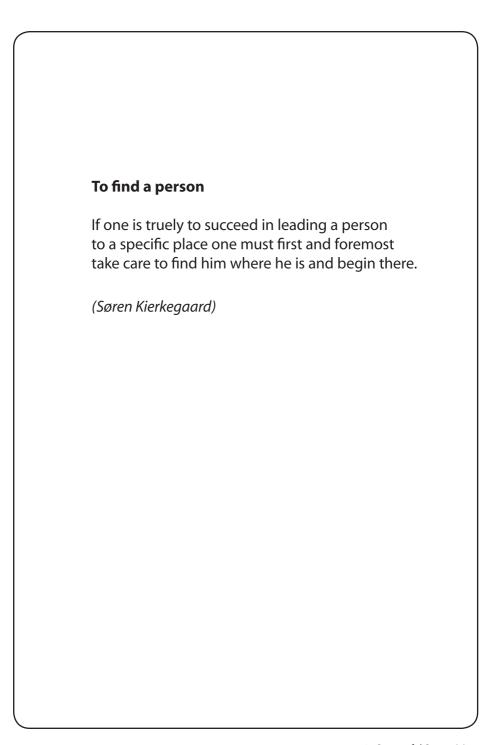
The Dialogue Facilitator, is intended an aid for use throughout postgraduate education. Initially it can be used to raise issues and generate talks and discussions that both question and clarify the roles, expectations, internal and external motivations of both parties. Over time - as the studies progress - these roles and expectations will develop and change. The Dialogue Facilitator can smooth the way and explain the new situation and anticipate unspoken expectations, needs and circumstances. Many of the points of discussion in this brochure will be of varying relevance at different stages of your postgraduate education.

The discussion points reflect many of the topics and thoughts that often arise for both PhD student and supervisor at various stages of their collaboration. The brochure is based on ideas and needs expressed by both new and experienced supervisors at the supervisors courses run by the Board of Postgraduate Education (Styrelsen för forskarutbildningen) since 1999.

The brochure was also critically reviewed by the supervisors who attended the 2003/04 course.

The aims of "Successful Supervision" are:

- to promote trusting collaboration that contributes to the development of those involved
- to help develop the maturity for personal responsibility
- to clarify expectations, roles and realistic plans



Mental preparation		
PhD Student	Supervisor	
- What do I want to achieve with my PhD studies?	- What do I want to offer to the PhD student?	
- What is required of me in order to achieve my goal? - How do I find the right supervisor?	 What do I need from the PhD students in order to provide what is necessary How do I find the right PhD student? 	
My strengths and weaknesses	My strengths and weaknesses	
Collaboration / Individual work	Collaboration / Individual work	
Autonomous / Non-autonomous	Autonomous / Non-autonomous	
Role / position, e.g from clinician to PhD student - from laboratory assistant to PhD student	Role / position, e.g supervising an established colleague - supervising another profession	
Dealing with difference. Supervision by: - a female/a male - by the same or the opposite sex - by a person from another culture - by a person of another religion	Dealing with difference. Supervising: - a female/a male - a person of the same or the opposite sex - a person from another culture - a person of another religion	
Private life / accessibility	Private life / accessibility	

Notes —

Myself as a person ————		
PhD Student	Supervisor	
Working life / Private life	Working life / Private life	
My interests Competing interests	My interests Competing interests	
Dependence / Independence / Autonomy	Dependence / Independence / Autonomy	
Influence effect - asking stupid questions - admitting mistakes	Influence effect - asking stupid questions - admitting mistakes	
Active / Passive Talents and dilemmas	Active / Passive Talents and dilemmas	
 When do I really do myself justice? What do I demand of myself and of others 	- When do I really do myself justice? - What do I demand of myself and of others	
When something happens What I expect of you	When something happens What I expect of you	

Notes —

Goals and vision		
PhD Student	Supervisor	
My goals as a PhD student are	My goals as a supervisor are	
In five years I want to see myself as	In five years I see my field of research as being	
It's important for me to reconcile the different demands that life makes on me.	My goal is that you are ready to defend your dissertation in four years' time.	
Successful collaboration between us will mean	Successful collaboration between us will mean	
Having contacts worldwide	I will make my contact network available.	
Opportunities for international participation	Depending on your success and commitment, I will offer you	
I will have laid a foundation for scientific independence	I will teach you a scientific outlook and attitude	
As a postgraduate PhD student with new visions, I will want	I will listen/learn from you	

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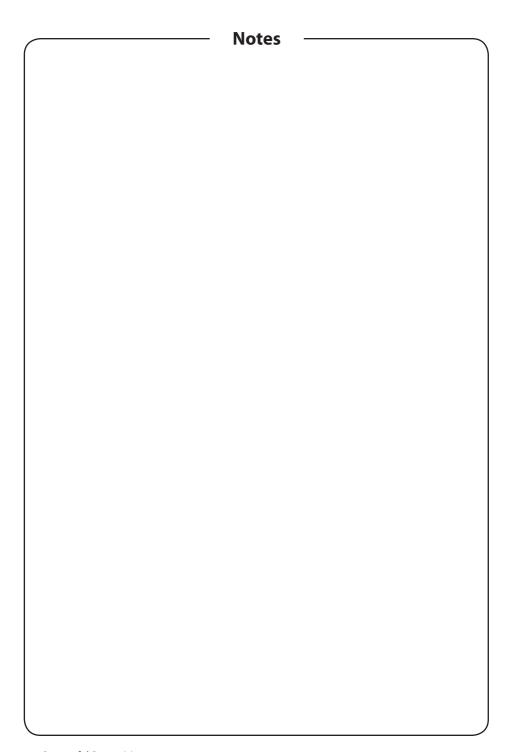
Fact box

PhD Student	Supervisor
Research funding PhD Student salary Teaching Positions Am I qualified to be a PhD student?	Research funding PhD Student salary Teaching Review eligibility Future positions
What is your research team like? PhD students, tech/admin staff, post-docs	Describe my research team: PhD students, tech/admin staff, post-docs
Assistant supervisor and their roles: - supervision and division of responsibilities	Assistant supervisor and their roles: - supervision and division of responsibilities
Division of responsibilities: - who does what? - the PhD students responsibilities - research plan	Division of responsibilities: - who does what? - the PhD students responsibilities - research plan
Performance requirements Half-time review	Performance requirements Half-time review
Regular times supervision meetings - individual or in a group	Regular times supervision meetings - individual or in a group
Core facilities	Core facilities
Courses and travel Conferences and posters	Courses and travel Conferences and posters
	fact box continues on page 12 >>

Notes —

Fact box		
PhD Student	Supervisor	
Working hours and work required Registration Supervision contract	Working hours and work required Registration Supervision contract	
Describe the department Does it offer anything special for the PhD student?	Common departmental activities	
Are there any departmental policy issues: - director of studies - mentors - networks - others	Our important policy issues are: - director of studies - mentors - networks - others	
The department's research profile	The department's research profile	
The department's motivations and values	The department's motivations and values	
The unforeseen: - falling in love - if conflicts arise	The unforeseen: - falling in love - if conflicts arise	
Common department work - something for me? - something to avoid?		

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Supervision contract —



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