

# EXPECTATIONS REGARDING THE SUPERVISION OF DOCTORAL CANDIDATES

## USER GUIDE EXPECTATIONS FORM

UNIVERSITY  
OF TWENTE.

Twente  
Graduate  
School



# EXPECTATIONS REGARDING THE SUPERVISION OF DOCTORAL CANDIDATES

## USING THIS 'EXPECTATIONS REGARDING THE SUPERVISION OF DOCTORAL CANDIDATES' FORM'

### PURPOSE

The form 'Expectations regarding the Supervision of Doctoral Candidates' facilitates the supervisory team and the doctoral candidate in aligning their expectations regarding the supervision process. It clarifies the roles of both the supervisory team and the candidate. This tool complements the [UT Guide to Supervision of Doctoral Candidates](#), thus facilitating a dialogue among the doctoral candidate and the supervisory team members regarding their mutual expectations. The agreed outcome of this discussion can be used as input for [the training and supervision plan](#), which is expected to be drafted by the doctoral candidate in consultation with their promotor within the first three months from the start of the PhD project.

### THE ROLE OF EXPECTATIONS

Relevant expectations in the context of supervision of doctoral candidates may concern:

- understanding the nature of research;
- maintaining appropriate roles by doctoral candidates and supervisory team members;
- polite behaviour;
- the expression of respect;
- an anticipated outcome of asking for help or addressing problems;
- and other issues.

Aligning mutual expectations at an early stage in the supervision process, preferably before completing the training and supervision plan, can help prevent misunderstandings and positively influence cooperation and research progress later on.

The tool is particularly effective when it is acknowledged that:

- there are no 'correct' answers to the questionnaire items;
- responses may vary at different stages of a candidate's doctoral journey.

### SUGGESTIONS FOR USE

1. schedule a meeting with the doctoral candidate and the supervisory team within the first two months of the PhD project to discuss mutual expectations. Allow at least an hour for the meeting;
2. make sure that everyone has a copy of the form;
3. ask each participant to prepare their own responses to the statements;
4. during the meeting, exchange perspectives on all statements and strive for an understanding of each other's positions;
5. it is recommended to write a summary of the conclusions and distribute this to all team members for record keeping;
6. consider repeating this process annually.



<sup>1</sup> Credits: This form is adapted from the document by M. Kiley and K. Cadman, University of Adelaide and their adoption of the work by I. Moses, Centre for Learning & Teaching, University of Technology, Sydney 2.1.1997.

# EXPECTATIONS REGARDING THE SUPERVISION OF DOCTORAL CANDIDATES

MEMBER OF THE SUPERVISORY TEAM:

DOCTORAL CANDIDATE:

DATE:

## HOW CAN YOU USE THIS DOCUMENT:

1. read each pair of statements below;
2. consider your stance on each statement;
3. choose a number to indicate your position:
  - select '1' if you strongly agree with the statement on the left;
  - select '2' if you agree more with the statement on the left than the statement on the right;
  - select '3' if you equally agree with the statements on the left and on the right;
  - select '4' if you agree more with the statement on the right than the statement on the left;
  - select '5' if you strongly agree with the statement on the right.

During the meeting, both the candidate and the (co)promotors can share their views on each statement. If needed, additional statements can be added.

		SCORE						NOTES
1	It is the supervisory team who decides which theoretical framework or methodology is most appropriate for the candidate's research.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	The doctoral candidate should decide which theoretical framework or methodology is most appropriate for the candidate's research	
2	The supervisory team is responsible for the development and planning of the doctoral research and education plan for the doctoral candidate.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	The doctoral candidate is responsible for the development and planning of the doctoral research and education plan.	
3	The supervisory team is responsible for ensuring that the doctoral candidate is introduced to the relevant services and (research) facilities of the Faculty and University.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	It is the doctoral candidate's responsibility to ensure that they locate and have access to all relevant services and (research) facilities of the Faculty and University	
4	The supervisory team holds the responsibility of informing the candidate about relevant policies, regulations, procedures, and requirements.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	The doctoral candidate is responsible for finding and being familiar with relevant policies, regulations, procedures, and requirements.	
5	The supervisory team should only accept doctoral candidates when the team members have specific knowledge of the candidate's chosen research field.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	The supervisory team should feel free to accept doctoral candidates, even if the team does not have specific knowledge of the candidate's research field.	
6	The supervisory team is responsible for organising regular meetings with the doctoral candidate.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	The doctoral candidate is responsible for organising regular meetings with the supervisory team.	
7	The supervisory team should regularly check whether the doctoral candidate is working consistently and on task.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	The doctoral candidate works independently and should not have to account for how and where time is spent.	

8	The supervisory team is responsible for providing emotional support and encouragement to the doctoral candidate.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	Emotional support and encouragement are not the responsibility of the supervisory team; doctoral candidates should look elsewhere for this kind of support.	
9	The supervisory team is responsible for correcting written work, ensuring it meets standards of structure, content, consistency, accuracy, completeness, spelling, grammar, and punctuation.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	The doctoral candidate is responsible for correcting written work, ensuring it meets standards of structure, content, consistency, accuracy, completeness, spelling, grammar, and punctuation.	
10	The supervisory team is responsible for determining whether the thesis and academic articles meet the required standards and enable the candidate to fulfil the necessary qualifications for completion.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	The doctoral candidate is responsible for ensuring that their thesis and academic articles meet the required standards and fulfil the necessary qualifications for completion.	
11	The supervisory team is responsible for identifying and approaching external experts in the candidate's research field to talk about their ideas and research.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	The candidate is responsible for identifying and approaching external experts in the candidate's research field to talk to about their ideas and research.	
12	The supervisory team is responsible for keeping the expenses within the doctoral budget.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	The candidate is responsible for keeping the expenses within their doctoral budget.	
13	A warm, supportive relationship between the supervisory team members and the doctoral candidate is important for a successful doctoral trajectory.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	A warm supportive relationship between the supervisory team and the doctoral candidate is not advisable, because it may obstruct objectivity for both the doctoral candidate and the supervisory team during the doctoral trajectory.	
14	Attending social events for doctoral candidates at the Faculty or UT is not important as they cost too much time.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	Attending social events for doctoral candidates at the Faculty or UT is important as it contributes to a successful doctoral journey.	
15	Doctoral candidates should not take breaks and plan leave: there is simply too part of their PhD project much to do.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	Doctoral candidates need to take breaks and plan leave as part of their PhD project planning.	
16	It is important that doctoral candidates present their work at scientific conferences.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	Doctoral candidates should not present their work at academic conferences as this too costly and time consuming.	
17	...	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	...	