PhD Supervisor's Report 2016

Supervisor's annual report on PhD candidates at Faculty of Information Technology, Mathematics and Electrical Engineering.

The Faculty is in a continuous process of improving our facilitation of the PhD program. The annual reporting is partly a report of the supervisor's observations of the candidate's progress and if necessary on how this can be improved, and partly a measure to collect related experiences and to make overall improvements of the facilty's PhD programs.

Most questions are muliple choice. Some questions are answered by default values from the student database (FS). A few questions may be skipped depended on your previous answers.

Aggregated data from the reports will be followed-up by the Faculty's Research and Researchers Commitee. Any individual support will be followed-up by the Department.

In the last part of the reporting, each of you may request individual counseling and provide information that you consider as confidential.

The PhD annual reporting 2015 including short presentation is available here, including a preview of the report for 2016.

The reporting is mandatory and the faculty appreciate your participation and sharing of experience.

There are 17 questions in this survey

Supervisor

Supervisors name, department and email address.

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1 Supervisor's name: *

Please write your answer(s) here:

Given name:

Surname:

Department / Unit:

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2 Supervisor's e-mail: *

Please write your answer here:

About the PhD candidate

3 Name of PhD candidate: *

Please write your answer(s) here:

Given name:

Surname:

Department:

4 Is the collaboration with the candidate satisfactory? *

Please choose **only one** of the following:

○ Yes

○ No

5 How often do you have academic discussions with the PhD candidate? *

Please choose **only one** of the following:

○ Weekly

○ Monthly

○ Regularly, but less than every month

○ Rarely, but every semester

○ We have not had any contact in the past semester

○ *Unknown candidate status, implement administrative action!*

NB!

By selecting "**Unknown candidate status, implement administrative action!**" the faculty administration will take the initiative to clarify the candidate's status regarding the completion of the PhD-study. (If there are other conditions e.g. change of main supervisor, marking for this option will forward you to the next question for adding additional information).

6

Do you have comments related to the academic collaboration with the candidate?

Only answer this question if the following conditions are met:
Answer was NOT '*Unknown candidate status, implement administrative action!*' at question '5 [s05]' (How often do you have academic discussions with the PhD candidate?)

Please write your answer here:

E.g. mention 2 things you believe provides quality in the scientific collaboration, and 2 things that you believe will help to improve the academic progress of the candidate.

Progress

7 How would you evaluate the candidate's progression - taken into account the candidate's phase in their research education - with respect to to the learning objectives of the Quality Framework (i.e. Knowledge, Skills, and Competence) on a scale from 1 (poor) to 5 (excellent)?

Only answer this question if the following conditions are met:
Answer was NOT '*Unknown candidate status, implement administrative action!*' at question '5 [s05]' (How often do you have academic discussions with the PhD candidate?)

Please choose the appropriate response for each item:

	1	2	3	4	5
Knowledge (e.g. knowledge of systems, theory and methods)	○	○	○	○	○
Skills (e.g. develop hypotheses, plan and perform research)	○	○	○	○	○
Competence (e.g. participation in research networks, publish)	○	○	○	○	○

Cf. PhD programs described learning objectives. (Click on the relevant PhD programme).

It might be hard (too early) to evaluate new PhD candidates, if so leave the question unanswered. Otherwise level 1 indicates that improvements should be made. For candidates at level 5 please indicate practice applied, so it may be shared (cf. question 11).

8 In your guidance in the past year, to what extent have you been ... *

Only answer this question if the following conditions are met:
Answer was NOT '*Unknown candidate status, implement administrative action!*' at question '5 [s05]' (How often do you have academic discussions with the PhD candidate?)

Please choose the appropriate response for each item:

	1: not touched	2	3	4	5: very thorough	Not relevant
Discussion and content of the research work	○	○	○	○	○	○
Promoting of early and frequent (if relevant) publication and participation in conferences	○	○	○	○	○	○
Introducing candidate to (foreign) research partners	○	○	○	○	○	○
Discussing of choice of method and approach	○	○	○	○	○	○
Reviewing industrial and social implications of the research work	○	○	○	○	○	○
Excercising research with professional and ethical integrity	○	○	○	○	○	○

Grade your answer on the scale from 1(not discussed) to 5 (very thorough).

9 In your guidance in the past year, what is your experience of the candidate regarding *

Only answer this question if the following conditions are met:
Answer was NOT '*Unknown candidate status, implement administrative action!*' at question '5 [s05]' (How often do you have academic discussions with the PhD candidate?)

Please choose the appropriate response for each item:

	1: no activity	2	3: "norm"	4	5: very active	Not relevant
Activity in the academic community	○	○	○	○	○	○
Participation in colloquium and discussion groups in the research field ("norm"=3, typically every two weeks)	○	○	○	○	○	○
Presentation of own research work, followed by questions and critical discussion ("norm"=3, typically each semester)	○	○	○	○	○	○

Grade your answer on the scale from 1(no activity) to 5 (very active).

10 A stay for the PhD candidate at a university abroad is … *

Only answer this question if the following conditions are met:
Answer was NOT '*Unknown candidate status, implement administrative action!*' at question '5 [s05]' (How often do you have academic discussions with the PhD candidate?)

Please choose **all** that apply:

☐ Completed

☐ Ongoing

☐ Planned

☐ Discussed with the department

☐ Discussed with the candidate

☐ Not relevant

11

Add comments related to the above questions. Please focus on 'best practices' or potential for improvements related to the qualification framework.

Only answer this question if the following conditions are met:
Answer was NOT '*Unknown candidate status, implement administrative action!*' at question '5 [s05]' (How often do you have academic discussions with the PhD candidate?)

Please write your answer here:

Completion

12 PhD candidate's starting date:

Only answer this question if the following conditions are met:
Answer was NOT '*Unknown candidate status, implement administrative action!*' at question '5 [s05]' (How often do you have academic discussions with the PhD candidate?)

Please enter a date:

NB!Date is set by default according to registration in FS (student database).

13 Expected date for completion:

Only answer this question if the following conditions are met:
Answer was NOT '*Unknown candidate status, implement administrative action!*' at question '5 [s05]' (How often do you have academic discussions with the PhD candidate?)

Please enter a date:

NB! Date is set by default according to contract and delays (e.g. leaves) registered in FS (student database).

14 In your opinion what is the most realistic date for thesis to be submitted?

Only answer this question if the following conditions are met:
Answer was NOT '*Unknown candidate status, implement administrative action!*' at question '5 [s05]' (How often do you have academic discussions with the PhD candidate?)

Please enter a date:

NB! Enter an approximately chosen date (in the given format: dd.mm.yyyy) for the PhD candidate's submission of thesis, i.e. most probable date for submitting the thesis to the Department.

If you are very uncertain on the date for submitting the thesis, you may leave the question unanswered. Please specify why in the next question.

15

Final remarks:

Please write your answer here:

You may add a few comments related to the candidate's research education, research work or participation in the research group. The focus should be on activites you believe would strengthen the quality in the scientific collaboration, and improve the academic progress of the candidate. "Best practices" or potential for improvements related to the qualification framework will be appreciated.

If administrative procedure is required, please give a brief description of the candidate's status.

16 Do you want the faculty to set up a seperate meeting concerning your PhD supervision? *

Please choose **only one** of the following:

○ Yes

○ No

The Faculty administration will contact you for an initial meeting.

17 If you consider any information as confidential, please provide this information here:

Please write your answer here:

The information provided will be handled with confidentially. Those responsible for the research program, including employee performance interviews (medarbeidersamtale) will normally have access to confidential information, unless the information will be treated by HSE staff (Health, Safety and Environment).

Thank you for your participation,

The progress report will be dealt with by the Department and the Faculty's Research and Researchers Committee.

Best regards,

Bjarne E. Helvik
Vice-Dean on Research

Submit your survey.
Thank you for completing this survey.