Course information
SUPERVISING STUDENTS FOR DEGREE PROJECTS

Do you supervise students who are into degree project work or writing term papers at basic and advanced levels of higher education? Would you like to improve your supervisory skills? Have you spent any time thinking about supervision in terms of different teaching/learning activities and psychological perspectives? Are you aware of the fact that skills in supervision may be regarded as teaching skills when applying for a teaching position in higher education? If so, taking this course, offered by Unit for Quality Enhancement and Academic Teaching and Learning, would be in it for you!

Target Group

The course is mainly targeted towards doctoral students, teachers holding or not holding a PhD, and PhD researchers/teachers, who have previously taken the Teacher Training Course offered by the Division, or who have similar background knowledge.

The number of participants is restricted to no more than 20.

Content

The course provides you with an opportunity to reflect on supervision as a teaching/learning activity, taking on supervisor-student understandings. Different supervision strategies, how to select out and tie in to these, as well as how to gather student feedbacks on supervision, are crucial components of the course. In addition, the idea of drawing up a supervisor-student contract or sharing agreement will be shared, as well as the components of conflict management and conversation skills. The perspectives of qualifications and employment will be embraced discussing supervisory issues. We are also going to bring up legal matters concerning supervision, subjecting the regulations of the Swedish National Higher Education Act, the Higher Education Ordinance and the Discrimination Act to discussion in the context of gender and diversity issues. You will also be given some guidance on how to improve yourself further as a supervisor. An important component of the course is how to deal with quality issues and assessment of degree projects in the light of the quality assessment system provided by the National Agency for Higher Education. The trainees will be offered opportunities to share their ideas and to practice their assessment skills using different criteria for assessment.

Training and Learning Activities

The course embarks upon the perceptions and understandings of the trainees regarding concrete supervisory situations and issues. Supervision will thus be discussed and illustrated with
practical examples, but also with different theoretical perspectives. Training is provided in form of seminars and tutorials with different trainers. Plenty of opportunities for discussion will be given in a small-group context.

**Homework Assignments**

In the course, you will be required to complete two homework assignments: a preparation assignment (before the course starts) and another assignment during the course (before coming to day 4).

**Preparation Assignment:** No later than one week before the first meeting with the class, the trainees are to submit the following materials in the web-based system:

- Written statement on the trainee’s ideas of teaching and learning at the basic and/or advanced level of higher education, with emphasis put on supervising (philosophy of supervision). This statement should encompass at least one page of A4.
- Written statement on the participant’s opinion of the responsibilities shared between supervisor and student working in a degree project or writing a term paper (rights and obligations, supervisor/student understandings relating to the idea of ‘drawing up a contract’). Length or writing: one page of A4.

During the course, the written statements referred to above will be used for a twofold purpose: to illustrate and connect back to the trainees’ own supervisory experiences and ideas in the light of different theoretical perspectives; to further discuss in small groups the different supervisory issues perceived and followed up on.

In order to make for easy access to course information submitted as well as the homework assignments completed, the Student Portal will be used. Further information about this system will be given in connection with the final notification before meeting the trainees for the first time.

**Homework assignment before day 4:** Instructions for the assignment will be provided at the beginning of the course. The assignment will deal with assessment of student achievements and quality assurance of degree projects/term papers.

**Course Period**

For information about course dates see medarbetarportalen.

Lunch included every day. The course will be held in Campus Bläsenhus. Room and the names of the trainers will be announced in the notification.

**Financial conditions**

The course is free of charge for staff members affiliated with Uppsala University.
More information

Division for Quality Enhancement

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