



Committee for Doctoral Education

Course syllabus

Title of the course in English

Introductory Doctoral Supervision Course

Title of the course in Swedish

Forskarhandledarutbildning - Grundkurs

Credits

The course equals one week of full-time study

Responsible department

Enheten för Undervisning och lärande (UoL)

Entry requirements

Participants must hold a PhD and be active researchers at Karolinska Institutet (KI) or a partner university.

Selection

In case the number of applicants exceeds the number of seats, applicants that are about to register a doctoral student as main supervisor will be given priority.

Aim

The aim of the course is to prepare participants for the role as doctoral supervisor and to provide insight into the responsibilities involved. Participants will get to know laws and regulations pertaining to doctoral education and supervision, and how to deal with different educational phases and problems.

Intended learning outcomes

Upon completion of the course, participants are expected to:

- understand the organisation of doctoral education at KI;
- be able to describe the doctoral education and supervision process and the roles of supervisors and students during doctoral education;
- be able to organise the students' education considering the students' personal and career development, and to promote their development into independent researchers;
- be able to reflect upon the importance of the outcomes for doctoral education, and how the outcomes can be achieved, followed-up and assessed;
- be able to build and nurture a constructive supervisor-student relationship during the doctoral education process and to prevent, and if necessary manage, conflicts;
- be able to assess and reflect upon factors that affect the supervisor role in a culturally diverse research environment;

- be able to assess and reflect upon how gender plays a part in relation to the supervisor role;
- be able to support students during the various phases of the doctoral education process with the aim to reach the outcomes defined in the students' individual study plans;
- be able to analyse and refer to principles of research ethics, reflect upon ethical judgements and prevent/discover fraudulent practice;
- be able to apply laws, ordinances and regulations governing doctoral education including KI's regulations regarding the recruitment of doctoral students;
- produce a personal supervision plan, on the basis of the course content, and individual abilities and supervision style.

Content

The course covers the following topics in the different lectures: the process of doctoral education at KI; outcome-based doctoral education; supervision and communication; communicating across cultures; laws and regulations governing doctoral education; recruitment of doctoral students; career development for doctoral students; equal opportunities; research ethics; sustainable development in doctoral education; plagiarism and unserious publishers.

Teaching and learning activities

Lectures including group discussions and case studies.

Assessment

Participants need to pass the *Web course for doctoral supervisors*, the *Web course on equal treatment*, and the *Web course "Bias in Assessment"*, as well as to send in an individual written assignment, a supervision plan. The written assignment needs to be completed within a week of the termination of the course.

Certificate

In order to pass the course, the participants need to attend at least 80% of the teaching and learning activities, complete the *Web course for doctoral supervisors*, *KI's Web course on equal treatment* and the *Web course "Bias in Assessment"* as well as to send in the individual written assignment.

Recommended course literature and materials

See <https://staff.ki.se/literature-for-supervisors>

This course syllabus is replacing the previous course syllabus established by the Board of Doctoral Education 2018-04-09 (Ref. No. 1-140/2018).