



NEWSLETTER FOR ORGANISERS OF DOCTORAL COURSES

June, 2020

Deadlines for the spring 2021 course catalogue

The deadlines for courses to be advertised in the course catalogue for spring 2021 are:

- ❖ **2 September:** submission of new or revised syllabi via KIWAS
- ❖ **16 September:** entering a course occasion in KIWAS
- ❖ For research schools new/revised syllabi are due **29 October** and planned course dates **19 November**.

<https://staff.ki.se/current-deadlines-related-to-doctoral-courses-and-activities>

The course catalogue will be open for application during the period **15 October – 16 November**.

Teaching during autumn 2020 and risk assessment

Those of you who have planned courses for the autumn semester this year have already received information regarding what applies to teaching, in relation to covid-19. Most of our doctoral courses will continue to be given with distance teaching and learning during the autumn. This will give room for certain prioritised groups and practical courses/course modules to be located on campus, thus relaxing the current strict distance teaching a little bit.

You can read more about the exceptions from distance teaching that are allowed and about the risk assessment that must be done for activities planned for campus location (template included):

<https://staff.ki.se/risk-assessment-for-campus-based-course-or-other-learning-activity>

Deviations from course syllabi due to covid-19

If you have given a course during spring 2020 with changes to the syllabus (for remote teaching) due to covid-19 and still haven't submitted a decision about deviations made, please do so.

The same thing will be required for courses during the autumn semester that are given remotely, when that is not what is stated in the syllabus. Please do this in advance of the course.

<https://staff.ki.se/deviation-from-course-syllabus-due-to-covid-19>



Pedagogical inspiration for teachers

A couple of collected pedagogical tips:

- Follow the unit Teaching and Learning's web page about distance teaching and learning to learn more about Zoom, how to record your presentation, distribute your course material, how to conduct digital examinations etc: <https://staff.ki.se/distance-teaching-and-learning>
- Join the KI Educator's Network in Teams to share experiences, inspire and get inspired: <https://staff.ki.se/educators-network>

There are also several interesting online resources where you might find inspiration. Here are a couple of examples:

- Follow the blog and/or podcast Teaching in Higher Education: <https://teachinginhighered.com/>
- Read a blog post on the theme "How will the COVID-19 pandemic impact learning and development in the long term?": <https://ryan2point0.wordpress.com/2020/05/04/the-next-normal/>

Call for pedagogic development project proposals

To improve the quality of education at KI, the Committee for Higher Education and the Committee for Doctoral Education (through the Course and Programme Committee) have allocated funds to support course providers or teams of teachers committed to developing an existing course according to modern pedagogy and by integrating digital tools.

A call for applications will be announced in August 2020. Read more: <https://news.ki.se/call-for-pedagogic-development-project-proposals>

KI Conference on Sustainable Development

Save the date for the KI conference *Climate Change-Health Effects and how to prevent them* that will take place in November. Registration will open in September.

<https://news.ki.se/ki-conference-on-sustainable-development-climate-change-health-effects-and-how-to-prevent-them>



Supervisor certificate update

The supervisor certificate is used when admitting to doctoral courses and the purpose is to give you as a course organiser some guarantee that there is a serious intention behind the application and acceptance of the admission offer. Our intention is to minimise the risk of late dropouts.

Some course organisers have experienced problems with late dropouts and have had to spend considerable time to find out the project number to which they can send the administrative fee in the relevant cases. Following their request, this semester we added a line in the supervisor certificate where the project number can be stated from the start, in case it will be needed. However, this has caused some problems for some course organisers since main supervisors with dual affiliations (e.g. Karolinska Institutet and Karolinska University Hospital) rarely have an account at KI.

We will see how we can solve this in a better way before the next semester. Until then, don't push the students to fill this in if it means extra work for you, as it was meant to facilitate and not to aggravate.

We wish you all a safe and happy summer!

Kind regards,

The [Course and Programme Committee](#) through Anna Gustafsson, Administrative Officer.

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