

A good supervisor:

A good researcher will only undertake to act as supervisor of a doctoral thesis if he or she is in a position to offer the PhD student the necessary expertise, infrastructure and guidance.

expertise, infrastructure and guidance — The supervisor:

-has established a reputation in a field of study which is at least closely related to the field in which the PhD student is to conduct his or her research. -is responsible for the material and intellectual climate in which the PhD student develops his or her research project. He/she ensures that the basic facilities are in place for the PhD student, such as easy access to computer infrastructure, including internet access, and office space. -ensures that the number of PhD students is proportionate to the number of places available in order that adequate supervision may be guaranteed (partly by post-doctoral researchers). -vouches for the quality of the PhD student's research plan. -provides the funds to support his or her PhD students in their work, by applying for external or internal research funds and by using the allocated grant funds for researchers. The supervisor notifies the PhD student of any grants that were made available for the PhD research project.

The supervisor's role is one of encouragement, co-ordination and assessment for the duration of the PhD process:

co-ordination — The supervisor:

-allows sufficient time to have regular contact with the PhD student and to monitor his or her research project closely. -assists in developing and – if necessary – adjusting the research project. -helps the PhD student place his or her research in a broader context.

schedule of planned activities — The supervisor:

-works in conjunction with the PhD student to draw up a thorough schedule of planned activities for the PhD research and training programme. -ensures that the PhD student's obligations, such as the teaching assignment, are organised in such a way as not to jeopardise completion of the PhD project within the set time. -is responsible for the progress made during the PhD process, preferably leading to completion within the set time.

encouragement — The supervisor:

-launches the PhD student in the world of science by introducing him or her to researchers who may be able to provide assistance, by encouraging him or her to take part in conferences and in the Doctoral Training Programme, by offering advice on the development of his or her scientific research project, by providing general encouragement and fostering enthusiasm.

assessment — The supervisor:

-arranges to be present on a regular basis when the PhD student introduces his or her work to fellow scientists and provides the PhD student with feedback after the event. -in conjunction with the PhD student regularly assesses the progress that is being made and makes adjustments if necessary in order to keep the project on track. -is obliged to inform the PhD student of the recommendations that he or she has made in the progress report.

publication — The supervisor:

-alerts the PhD student to opportunities for publication and helps him or her prepare publications. -carries significant joint responsibility not only for the PhD student's thesis, but also for the articles and abstracts arising from the PhD research project. -gives the PhD student who is the first author of a publication maximal opportunities to submit the results of his or her research for technology transfer procedures. -ensures that mention is made, as required, of the funding source, as well as the PhD student's VUB-affiliation in accordance with internal guide-lines.