For email:

Evaluation of Postgraduate Supervision

Insert supervisor’s name] is your current supervisor or was your supervisor in the past. [He/she] is seeking feedback on the quality of their supervision. We would be grateful if you could take the time to reflect on the process of your supervision and provide some feedback using the attached form. To preserve your anonymity, please email your responses in confidence to [insert facilitator’s name] who will remove any identifiers, collate replies, and prepare a report for your supervisor. This report will be used by [insert supervisor’s name] to improve their supervisory practice, and may be an important source of data for performance appraisal at Otago. We welcome your honest and frank responses to the following questions. Can you please reply within 2 weeks.

**For questionnaire:**

Evaluation of Postgraduate Supervision

We would be grateful if you could take the time to reflect on the process of your supervision and provide some feedback by answering the questions on this questionnaire. To preserve your anonymity, please email your responses in confidence to [insert facilitator’s name] who will remove any identifiers, collate replies, and prepare a report for your supervisor. This report will be used by [insert supervisor’s name] to improve their supervisory practice, as well as being an important source of evaluation data for promotion applications. We welcome your honest and frank responses to the following questions.

1. What were your expectations of [insert name] as your supervisor?
2. Please comment on the availability of [insert name] and whether you had regular meetings.
3. Did [insert name] provide adequate support in terms of topic selection, resources and expertise?
4. What sort of feedback did [insert name] provide on your research?
5. Were your expectations of [insert name] as your supervisor met? Please elaborate.
6. Do you have any suggestions as to how your supervisory process could have been improved?
7. Please rate the overall quality of your supervision, and give your reasons.

*Overall rating:*

Excellent 1……….2….……3….……4….……5 Poor

*Your reasons?*