

Revised June 2018

Individual courses in Research Training

Supervisor instructions

This information applies to supervisors with students enrolled in

- Bachelor programme in Biology (1BG224/225)
- Master programme in Biology (1BG363/364/365)
- Master programme in Bioinformatics (1MB803/804/805)
- Master programme in Applied Biotechnology (1BG363/364/365)
- Master of engineering programme in Molecular Biotechnology (1MB773/774/775)

General information about the course can be found on the Biology Education department website <http://ibg.uu.se/education/courses-programmes/individual-courses/>
This is also where you can find the supervisor certificate.

Purpose of the course

The course in Research Training is meant to provide insight into and knowledge about research conditions, organization and implementation, both with regard to how theory and knowledge is gradually built as well as to how experiments are carried out, at academic institutions/departments, public agencies/authorities or within business companies. Research training comprise 10, 15 or 20 higher education credits (hp) which corresponds to some 7, 10 or 14 weeks of full time studies respectively. Note! The times stated include the time needed by the student to write the compulsory written report. Eligibility for the course requires university studies.

Course contents

You, as the supervisor for the Research training, is expected to inform the student about the aims and methods of different projects at the department/authority/company. Students should then be given opportunities to, under supervision, inform themselves about, follow and in

practice take part in the daily work. The course, however, is not meant for the student to actively pursue their own individual project work (then they should instead enrol in the course Project work if available). Within the framework of research training, it is most of the time better to strive for an overall picture rather than a limited in-depth understanding. Furthermore, the student should be allowed to take part in internal lectures and seminars as well as other meetings where common matters are discussed. The student should also study the theoretical background for a relevant part of the workplace activities. Suitable literature for this theory task is chosen by the responsible supervisor together with the student.

Application and registration

The application form is filled out jointly by student and supervisor. The supervisor must have become acquainted with the specific information for supervisors but preferably also with the additional general information about the course that is available. Note that the theory task should be specified in more detail than merely as a subject area (i.e. it is not sufficient with for instance “ecology” or “molecular biology”). Note! Along with the application should also be attached a short preliminary plan for the proposed work, maximum an A4 page in length. This can best be written by the supervisor and student jointly. The plan should contain a short theory background for the field, a description of the specific work and techniques that the student should become acquainted with and a short time plan for the work.

Course elements

1. Theory task: The responsible supervisor delimits, designs and carries out an examination of the theory task, as part of the Research training. The student is assigned a relevant and appropriate amount of literature and is thus given the opportunity to study the theoretical background for some part of the workplace activities (which in practical terms most of the time will mean one or more of the current research topics). The examination is then performed, orally or in writing, in a way that the supervisor and student finds appropriate.
2. Oral presentation: The practical work should also be presented orally by the student at the workplace. The forms for this are decided by the supervisor and student jointly.
3. Written report: The student should also present the work in a written report. The report should be approved by the supervisor and emailed by the supervisor together with a scanned copy of the supervisor certificate to the course coordinator. If the report is required to be kept confidential, this should be clear from the front page of the report so that it is not sent to Urkund for plagiarism check. The maximum allowed confidentiality is 10 years.

As final marks for the course are used either of the two judgements *not passed* or *passed*.

Good and clear communication

It is very important that the student and supervisor try to be as clear as possible in their communication while discussing a possible Research training – in order to avoid misunderstandings. Even if you should not necessarily admit any student, be open and clear to alternative students about your commitment, so nobody believes you have decided if you in fact have not. Expect and ask for the same clarity and transparency from the student!

Certificate and opinions

After the course has been carried out the supervisor fills out and signs a certificate of approval for the Research training as well as detailed opinions about the student performance during the course. These are then sent directly to the course coordinator in order to form the basis, along with the written report, for the final assessment. A scan of the original is acceptable. The certificate is available for download from the website above.

Thank You!

Research training is an appreciated, instructive and valuable course for our students. It is an excellent chance for them to meet contemporary research and to work individually.

We thank you for the supervision of one of our students and for the valuable time and effort you put into this.

Further projects?

It is appreciated and valuable, both to students and coordinators at IBG, if students have a plethora of projects to choose from. If you have proposals for additional projects to add to our project database please do not hesitate to contact us and we will add your project(s) to the database.