

# UNDERGRADUATE SUPERVISIONS



## 1. BASIC PRINCIPLES

1.1. The Emmanuel community recognises the value of small group supervisions, and share the aim of making them as effective an education tool as possible

1.2. Both supervisor and supervisee take joint responsibility for ensuring that supervisions succeed in achieving this goal

1.3. The supervisee places themselves in the supervisor's trust and relies on that person to structure supervisions in a manner adapted to the supervisee's needs, to maximise the benefit to the supervisee

1.4. The supervisor depends on the supervisee for their willing and enthusiastic co-operation in striving towards their common goal

1.5. In putting these principles into practice, both supervisor and supervisee should be content with the particular arrangements they have put in place.

## 2. SOME GUIDELINES

Supervisions are intended to help you in your studies; they can be a rewarding and stimulating form of learning and you should not allow the opportunities they provide to be wasted.

If you feel dissatisfied in supervisions, whether it be group dynamics, the supervisor's expectations of you, or perhaps your own lack of confidence in your abilities, you should talk to your Tutor or Director of Studies, as whatever the problem, the College will be able to help you.

## 3. WHAT STUDENTS CAN NORMALLY EXPECT FROM SUPERVISIONS

2.1. Approximately an hour of teaching, as long as the work set for the supervision has been completed

2.2. To be taught in a reasonably sized group, in which you can participate fully

2.3. Guidance about how to prepare for supervisions

2.4. Normally, your work will be marked before the supervision (provided the work has been handed in by an agreed deadline)

2.5. Teaching that is relevant to the course, and which helps you to understand the subject

2.6. Respect for your own opinions, and questions dealt with thoroughly & effectively.

## 4. WHAT IS NORMALLY EXPECTED OF STUDENTS

3.1. You arrive on time for supervisions

3.2. You attempt to complete the work set

3.3. Work is handed in on time

**3.4.** Contact your supervisor in good time if unable to attend the supervision

**3.5.** You make an active contribution to the supervision and make your opinions known; supervisions are an opportunity to demonstrate enthusiasm for the subject, which will make the supervision more beneficial and generate a better discourse. It is not intended to be another lecture, but a two-way process of interaction

**3.6.** Respect other students and let them make their points, as well as presenting your own opinions and questions.



Confirmed by ECSU and M&T Committee 1998  
Reviewed 2021

