# Reflection about supervision in the 2022/2023 academic year

Supervisee: Name

Supervisor (who fills in the form): Name

**Have you and your supervisee agreed on your supervision process and mutual rights and obligations (frequency and form of meetings; means of communication and feedback; deadlines for submitting and giving feedback to results, articles, presentations etc.)? Have you followed the agreements and done everything on your part for the cooperation to go smoothly?**

* Please comment on your evaluation (if necessary, please clarify, which agreements and why have not been followed and what could be improved on)

**Has the supervisee followed the agreements and done everything on their part for the cooperation to go smoothly?**

* Please comment on your evaluation (if necessary, please clarify, which agreements and why have not been followed and what could be improved on)

**Have you as the supervisor dedicated enough time to the supervisee (depending on their needs and your possibilities)?**

* Please comment on your evaluation

**(Only answer this question if you have a co-supervisor.) Has the division of labour and cooperation with the co-supervisor(s) worked well?**

* Please comment on your evaluation if it has not worked well

**Should the supervision be made even more effective? If yes, what could you do about it?**

* Please comment on your evaluation