**Discussion prompts for the Supervisory Team**

**Remote Supervision**

These are designed as discussion prompts for the **supervisory team**, when working remotely from each other. It is designed to help the team revisit expectations and facilitate a smooth working relationship. This is particularly important in the current situation (Spring 2020). It is a non-exhaustive list. Please also refer to the [University Code of Practice for Supervisors and Research Students](https://www.ed.ac.uk/files/atoms/files/copsupervisorsresearchstudents.pdf) for an overview of expectations of supervisors and students.

1. How should we run supervisory check-ins and meetings/ how often/ who should organise?
2. What are the constraints on us as a supervisory team? How can we work with/around these?
3. How can we ensure that we have up to date records?
4. What is our process for reading drafts of written work? Who will read what/ what is the order/ what is a reasonable time frame for giving feedback? How will we give feedback remotely?
5. What is the process for dealing with concerns? With the student/ with each other? Are we aware of who to speak to at Graduate School/ College level if there are concerns?
6. Are we all fully aware of the support available from central services: for professional and personal development and for supporting wellbeing?