

THE DUTIES OF SUPERVISORS

Supervisors should provide the appropriate conditions of work and the intellectual climate, in which the doctorand develops and conducts his/her research.

Supervisors must ensure that whilst writing the Doctoral thesis, the doctorand is able to acquire other important skills which will enable him/her to successfully perform the tasks awaiting him/her after defending his/her Doctoral thesis, both within and outside the scientific community.

Supervisors, together with the student, are responsible for the efficient writing of the Doctoral thesis.

Supervisors must encourage the doctorand to complete the thesis within a reasonable time.

Supervisors are responsible for creating a pleasant professional working environment and including the doctorand in a research group. This includes taking into account the personal situation of the student, which may affect the research.

Supervisors shall create an environment in which academic integrity is respected (e.g. protection of the personal data of subjects, responsible authorship, avoiding conflicts of interest).

The specific tasks of supervisors are:

- to assist the doctorand in planning and implementing research and as necessary adjust it to the individual doctorand
- to assist the doctorand to include the research in a wider context
- to assist the doctorand in interpretation and analysis of the results obtained from the research
- to encourage the doctorand to present his/her work, to be present regularly when he/she presents it and to give the doctorand feedback on their success in presenting their own results of the research
- to encourage the doctorand to think critically about his/her own research work
- to introduce the doctorand to the world of research, include him/her in research they are undertaking as part of their own research group, bring him/her into contact with researchers who are conducting research in the same field on a national and international level, and encourage him/her to take an active part in conferences and cooperation with colleagues and institutions in the field of his/her research
- to encourage the doctorand to publish the results of his/her research in internationally recognized journals, to explain to him/her the possibilities for publication, train him/her in writing scientific papers, and assist him/her in preparing them for publication, and as part of that, to allow the doctorand to be the first author listed in the publication.

I guarantee by my signature that I accept all the duties listed herein and that I will act in a responsible manner.

Name and Surname of the Supervisor

Signature

THE DUTIES OF DOCTORANDS

Doctorands have the duty to become thoroughly acquainted with the field of research before writing their Doctoral thesis.

Doctorands shall take on the responsibility for conducting research and are prepared to master the necessary skills for resolving problems and successful communication. They are also responsible for the development of their talent and career, and for meeting the requirements necessary to attain Doctor of Science degrees.

Doctorands should make use of the opportunities their supervisor offers, regarding inclusion in the scientific field of their research, and networking with other scientists (e.g. active involvement at conferences, cooperation with other scientists and institutions).

Doctorands are responsible for writing scientific papers related to their doctoral research and have the right to be the first authors in those papers - of course in the case of the appropriate contribution.

Doctorands must always respect the principles of academic integrity (e.g. good management of data on research and data arising from research, applying the principle of responsible authorship, avoiding conflicts of interest).

Doctorands are also responsible for the collection of relevant data related to the subject of their Doctoral thesis, which must always be available to supervisors and confidential, and, together with their supervisor, take into account possible patent rights which may protect such data, as necessary.

Doctorands, together with their supervisor, shall draw up a plan for research, and accordingly select the subjects they will take during their doctoral studies.

Doctorands must inform their supervisor as soon as possible of problems which may arise during the research related to their Doctoral thesis.

Doctorands are responsible, together with their supervisor, for efficiency in writing the Doctoral thesis, which they must complete within the appropriate time limit, and progress in attaining the Doctor of Science degree.

Doctorands must act purposefully and actively, and ensure progress in research related to their Doctoral thesis:

- actively composing the questions they wish to find answers to through their research
- being responsible for planning, implementation and modification of research - if necessary
- being responsible for analysis and interpretation of data obtained by the research
- to place the research within the wider scientific context
- to think critically about the research they are undertaking

I guarantee by my signature that I accept all the duties listed herein and that I will act in a responsible manner.

Name and Surname of the Doctorand

Signature