



# Graduate School of Life Sciences

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[www.biomed.cam.ac.uk/gradschool](http://www.biomed.cam.ac.uk/gradschool)

# Graduate education in Cambridge: Schools & Faculties (2007)

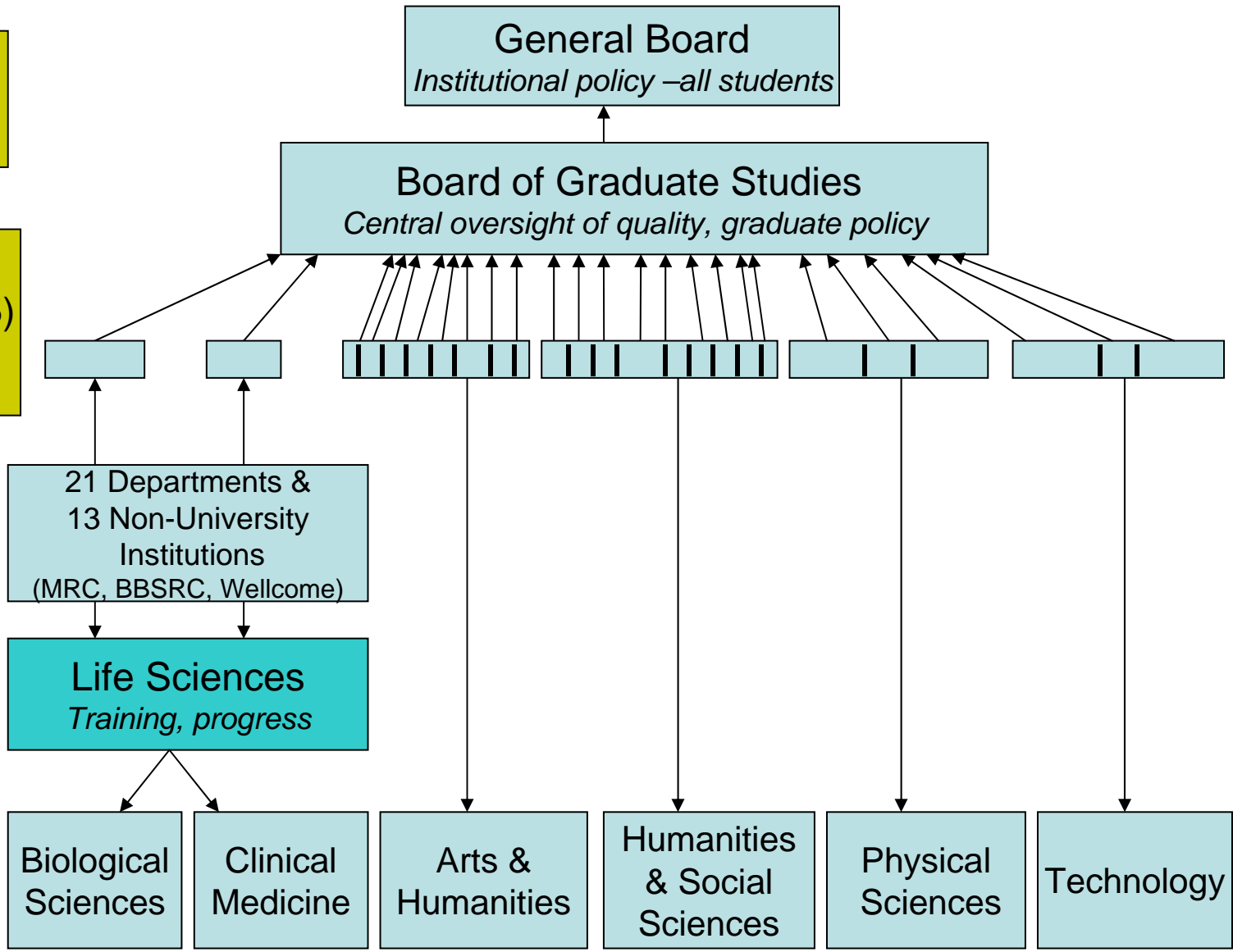
**Central bodies**

**Faculty Degree Committees (25)**  
*Examinations, degree courses*

**Departments (63)**

**Graduate School (from 2007-8)**

**Schools (6)**  
*Resources, subject planning*

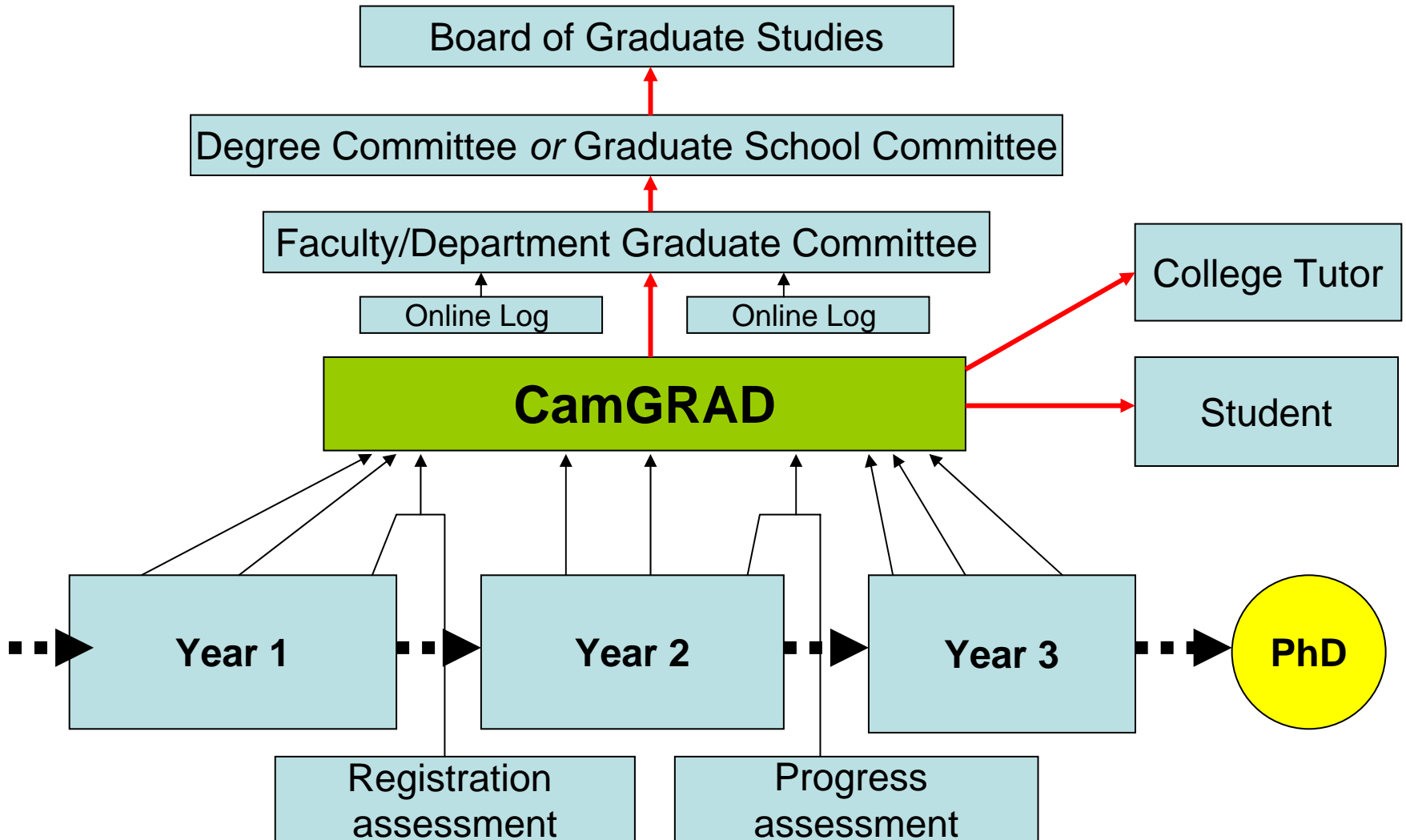


# Given the numbers and the devolved structure...

....how can the central bodies maintain oversight of the progress of individual students?

- 1) CamGRAD supervision reporting  
(commended as Good Practice)
- 2) Students' own log books

# The RDP student life cycle



# CamGRAD: what the supervisor sees

**Welcome to CamGRAD**, the [Board of Graduate Studies](#)' online reporting system for graduate supervision reports.

CamGRAD is part of [CamSIS](#), the University's Student Records System.

- [Access to CamGRAD via CamSIS](#)
- [Information for Supervisors](#)
- [Information for Degree Committee, Department, College CamGRAD Reps](#)

## Contact us

If you have an enquiry which relates to an academic matter, for example, the registration of your student for a research degree, please contact your [Degree Committee](#).

If you have an enquiry which relates to operating CamGRAD, please contact the CamGRAD helpdesk with as much information as you can: [camgradhelp@gradstudies.cam.ac.uk](mailto:camgradhelp@gradstudies.cam.ac.uk).

# CamGRAD: what the supervisor should read

## Information for Supervisors of Graduate Students

- [What is CamGRAD?](#)
- [CamGRAD Training Documentation: Overview](#)
- [CamGRAD Training Documentation](#)
- [How to obtain a login](#)
- [information to include in CamGRAD reports](#)
- [Frequently Asked Questions](#)

## CamGRAD - Select Student

A list of your current students is displayed below. Please click on a Student ID or Name to examine CamGRAD reports for that student. To return to the Learning Management menu, click the link at the bottom of the page.

Filter by Status:

Show Non-Current Students?

Student ID	Name	Clg	Prog	Plan	Status (Current Term Only)	Current?	Notes
<a href="#">200031079</a>	[REDACTED]	CHR	NOTAF	COCO22	1 - No Report Created	Y	
<a href="#">250428953</a>	[REDACTED]	ED	NOTAF	COCO22	1 - No Report Created	Y	
<a href="#">204051862</a>	[REDACTED]	CLH	NOTAF	COCO22	1 - No Report Created	Y	
<a href="#">195059360</a>	[REDACTED]	JN	PHD	COCO52	1 - No Report Created	Y	
<a href="#">203111543</a>	[REDACTED]	TH	NOTAF	COCO22	1 - No Report Created	Y	REGISTRATION REQUIRED

[Return to Advisor Self Service](#)

## CamGRAD - Add Report

[Redacted] ([Redacted] College) - 250428953

Easter Term 2006 - Report 1

Degree Committee: Computer Laboratory

Department: [Redacted]

Program: Not at First Registered

Admit Term: Easter Term 2005

Plan: PhD (Probationary) in [Redacted]

Report Created By: [Redacted]

Mode of Study: Fulltime

Research Subject: [Redacted]

The details of your selected report are displayed below. To exit the report without making any changes, click the 'Cancel without Saving' button. To exit with a save, click the 'Save and Exit' button. To save a report, and confirm you have completed your section, click the 'Save and Submit' button. If you wish to create a "printer-friendly" version of the page, click 'Create Printable Version'.

Please check the 'student status' line; this is what CamSIS believes is the student's current status. If you believe this is incorrect, please comment in your report (these data form the basis of our HESA return for research students; for an explanation of 'writing up' status, please go to: <http://www.admin.cam.ac.uk/offices/gradstud/supervisors/>).

\*REPORT STATUS:

2 - Initial Entry

Report Status Date: 19/07/2006

Cancel without Save

Save and Exit

Submit and Exit

Create Printable Version

### SUPERVISOR

If you wish to recommend that this student be registered, please tick.

Submission Date:

Student Status: Met All Transitional Requirmts

**If the student is intermitting or under examination, you do not need to provide Industry and Progress indicators.**

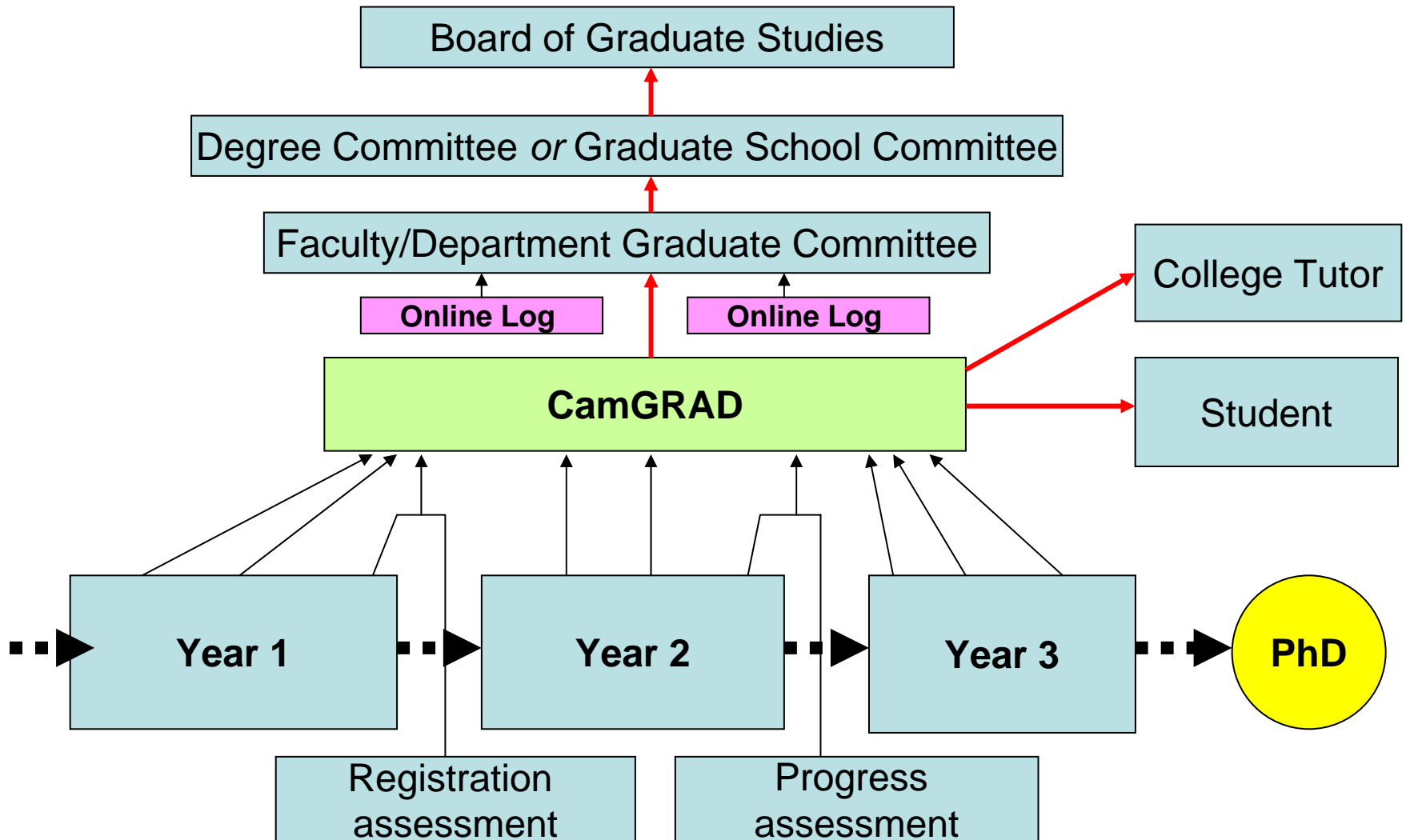
\*Industry:

Unspecified

\*Progress:

Unspecified

# The RDP student life cycle



# Personal Progress Log Book.....

- is an important record of your training needs and attainments
- all students receive a Log Book from the department in a Welcome Pack
- [Log Book \(Word format\)](#)
- [Second and subsequent years pages \(Word format\)](#)
- [Credit system](#)

## First Year Assessment

- Your Log is an essential part of your First Year Assessment and must be submitted (signed) with your first year report

## Final Examination

- The Degree Committees reserve the right to call for your Log. So be sure it is in a final form and up to date when you submit your dissertation

# Record of Strategic Meetings with Supervisor

Meeting	Date	Supervisor's initials	Student's initials
Initial (first month)			
Discuss training needs (year 1)			
Project Feasibility (~ 3 months)			
Progress (1st year report)			
Discuss training needs (year 2)			
Progress (year 2)			
Progress (year 3: start)			
Discuss training needs (year 3)			
Progress (year 3: end)			

**Formal courses attended:  
Academic Year:**

*On this page you should list all the formal taught courses you attend.*

**Course attended    Date    Credits    Comments (if any)    Supervisor's  
Signature**

<b>Course attended</b>	<b>Date</b>	<b>Credits</b>	<b>Comments (if any)</b>	<b>Supervisor's Signature</b>

**For further information on Credits see:**

**<http://www.biomed.cam.ac.uk/gradschool/current/courses/>**

# But does it work.....?

Reliant on

- connection with database to link student with supervisor
- cleanliness of data
- willingness of supervisor to use the system
- willingness of supervisor to follow instructions
- effective follow-up