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| Graduate Research Engagement Assessment Tool (GREAT) | James Cook University – Universities Australia |
| **Section:** | **To be completed by:** |
| Section 1: HDR Student Self-directed Project Assessment (HSSDP) | HDR candidate and primary advisor |
| Section 2: HDR Student Potential Risk Factors assessment (HSPRF) | HDR candidate |
| Section 3: HDR Supervision and Progression Assessment (HSPA) | Primary advisor |

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| **Candidate details** |
| First / Given Name: | Click or tap here to enter text. |
| Surname / Family Name: | Click or tap here to enter text. |
| Student ID: | Click or tap here to enter text. |
| Degree: | PhD [ ] Professional Masters [ ]  |
| Date of Review: | Click or tap to enter a date. |

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| HDR Student Self-directed Project Assessment (HSSDP) | James Cook University – Universities Australia |
| HDR candidate and primary advisor to complete this section |
| 1. **How are things going?**
 |
| For this question we are interested in knowing more about your research experience and want you to tell us about the things that are working, not working, or need to be improved. For example: Are you meeting regularly with your research advisor/s? Is the research project on track? Are research skills and capabilities developing? Are expectations regarding timelines being met (e.g., publications)? |
| Please list the things you think are working well and you are happy about. | Click or tap here to enter text. |
| Please list anything you are concerned about or want to change. | Click or tap here to enter text. |
| Are you happy with how things are progressing? Please justify your response in the space provided. | Choose an item.Click or tap here to enter text. |
| 1. **What are my expectations?**
 |
| Review the information pertaining to the expectations of a advisor and students ([link](https://www.jcu.edu.au/policy/research-education/research-higher-degree-student-charter-policy-and-procedure)) and then answer the following questions: |
| Is there anything you are being expected to do that is **not** included in the policy? Please provide details in the space provided. | Choose an item.Click or tap here to enter text. |
| According to the policy, is there anything you are not doing but **should** be doing? Please provide details in the space provided. | Choose an item.Click or tap here to enter text. |
| Is there anything stopping you from fulfilling your obligations as outlined in the policy? Please provide details in the space provided. | Choose an item.Click or tap here to enter text. |
| 1. **Is there anything more I could be doing?**
 |
| Thinking about your responses to Q1 and Q2. List 3 things that could create positive change and improve your research experience. Rank the suggestions from most (a) to least (c) important.  |
|  | Click or tap here to enter text. |
|  | Click or tap here to enter text. |
|  | Click or tap here to enter text. |
| Explain how each suggestion would benefit you and your research learning experience?  |
|  | Click or tap here to enter text. |
|  | Click or tap here to enter text. |
|  | Click or tap here to enter text. |
| 1. **What is my best option?**
 |
| If you were to implement one of the suggestions listed in Q3, would that improve your final project outcome?  | Choose an item. |
| How would each suggestion alter the final project outcome?  |
|  | Click or tap here to enter text. |
|  | Click or tap here to enter text. |
|  | Click or tap here to enter text. |
| Which suggestion do you think will be of greatest benefit to the project? Please justify your choice in the space provided. | Choose an item. |
| Click or tap here to enter text. |
| 1. **Do I need additional support?**
 |
| Complete the HDR Student Potential Risk Factors (HSPRF) self-assessment tool and use as a guide when answering the following questions.  |
| What score did you achieve on the HSPRF? | Click or tap here to enter text. |
| Please provide details in the space provided below for each of the HSPRF categories: |
| **Physical health and well-being** Click or tap here to enter text. |
| **Social support networks** Click or tap here to enter text. |
| **Research engagement**Click or tap here to enter text. |
| **Mental health and well-being** Click or tap here to enter text. |
| **Personal** Click or tap here to enter text. |
| **Environmental** Click or tap here to enter text. |
| Do you need to arrange a meeting with your advisors? | Choose an item. |
| 1. **Accessing support**
 |
| Has additional support been discussed with your advisor? | Choose an item. |
| Do you need to discuss additional support? | Choose an item. |
| Would you like to know more about any of the services listed below? | Choose an item. |
| Counselling | Medical clinic | Library and Learning centre | AccessAbility | Equity officer | Sexual abuse officer | International student support | Indigenous Education and Research Centre | Associate Dean Research Education | Statistician | Secondary supervision | Student centre | Graduate research school | Private tutoringClick or tap here to enter text. |
| Is there anything else you would like to discuss with your advisor or someone else (e.g., Associate Dean Research Education, Research Support Officer)? | Choose an item. |
| Click or tap here to enter text. |

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| HDR Student Potential Risk Factors Assessment Tool (HSPRF) | James Cook University – Universities Australia |
| **Physical health**  | **Yes** | **No** | **Unsure** |
| Do you have a physical injury that is short-term and likely to get completely better in the future? | 4 | 0 | 1 |
| Have you been diagnosed with a chronic illness or permanent disability? | 4 | 0 | 1 |
| Do you feel unwell and in the process of trying to find out what is wrong? | 4 | 0 | 1 |
| **Sub-Total** |  |  |  |
| **Social support**  | **Yes** | **No** | **Unsure** |
| If need be, is there someone in your family you can go to for support? | 0 | 4 | 1 |
| If need be, is there a friend you can go to for support? | 0 | 4 | 1 |
| Do you meet regularly with anyone from your HDR peer network? | 0 | 4 | 1 |
| Do you feel comfortable asking your advisor for support? | 0 | 4 | 1 |
| **Sub-Total** |  |  |  |
| **Research engagement**  | **Yes** | **No** | **Unsure** |
| Do you enjoy the work associated with being a researcher? | 0 | 4 | 1 |
| Do you think you have the skills and ability to be a researcher? | 0 | 4 | 1 |
| Do you find it hard to manage periods of ambiguity and uncertainty? | 4 | 0 | 1 |
| Do you think you would benefit from attending some research training? | 0 | 4 | 1 |
| **Sub-Total** |  |  |  |
| **Mental Health and Well-being** | **Yes** | **No** | **Unsure** |
| Do you feel sad and find it hard to get going? | 4 | 0 | 1 |
| Do you constantly worry or feel anxious about the past or future? | 4 | 0 | 1 |
| Do you have difficulty getting to sleep or staying asleep? | 4 | 0 | 1 |
| Do you have trouble with procrastination, concentrating, and finishing tasks? | 4 | 0 | 1 |
| Do you doubt yourself, feel like a failure, or feel like others are better than you? | 4 | 0 | 1 |
| **Sub-Total** |  |  |  |
| **Personal**  | **Yes** | **No** | **Unsure** |
| Do you believe you have what it takes to be a researcher? | 0 | 4 | 1 |
| Do you believe what you are doing is worthwhile? | 0 | 4 | 1 |
| Is this the project you want to do? | 0 | 4 | 1 |
| Are you happy with how things to do with your project are going? | 0 | 2 | 1 |
| **Sub-Total** |  |  |  |
|  |  |  |  |
| **Environmental**  | **Yes** | **No** | **N/A** |
| Do you have enough funding to complete the project? | 0 | 4 | 1 |
| Do you have enough money to eat and pay bills? | 0 | 4 | 1 |
| Do you have the equipment, research space, and resources to complete the project? | 0 | 4 | 1 |
| Do you have somewhere suitable to live? | 0 | 4 | 1 |
| Do you have access to transport? | 0 | 4 | 1 |
| **Sub-Total** |  |  |  |

**When you are finished, please add the scores for each column for each factor.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Physical** | **Social** | **Research** | **Mental** | **Personal** | **Environment** |
| **Column 1** |  |  |  |  |  |  |
| **Column 2** |  |  |  |  |  |  |
| **Column 3** |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |

**Scoring criteria for interpretation of factor totals**

|  |  |
| --- | --- |
| 0-3 | You are enjoying the research process. Opportunities exist that may enhance your experience and research. Use the check in form to share them with your advisors. |
| 4-7 | You are trying to deal with at least one challenge relating to at least one risk factor. You may choose to use the check in form to request a meeting to problem-solve any potential difficulties with your advisors to ensure your research stays on track. |
| 8-11 | You are trying to deal with more than one challenge relating to one or more risk factors. Please use the check in form to request a meeting to discuss how things are going with your advisor to ensure your research is not placed at risk. You may also like to consider investigating additional support from your ADRE and exploring other supports that may be available.  |
| 12+ | You are trying to deal with multiple challenges relating to more than one risk factor and things may be starting to feel overwhelming. Please use the check in form to request a meeting to discuss your situation with your advisors. You are encouraged to consider professional support or taking a break from your studies.  |

**Add Total for the six factors to obtain an overall score**

|  |  |
| --- | --- |
| **Factor** | **Score** |
| **Total 1 (Physical)** |  |
| **Total 2 (Social)** |  |
| **Total 3 (Research)** |  |
| **Total 4 (Mental)** |  |
| **Total 5 (Personal)** |  |
| **Total 6 (Environment)** |  |
| **TOTAL** |  |

**Scoring criteria for interpretation of Total score**

|  |  |
| --- | --- |
| 0-3 | You are enjoying the research process. Opportunities exist that may enhance your experience and research. Use the check in form to share them with your advisors to find solutions |
| 4-7 | You are trying to deal with at least one challenge. Document your situation on the check in form and ensure you work through any problems with your advisors to ensure your research stays on track. |
| 8-11 | You are trying to deal with more than one challenge at the same time. Document your situation on the check in form and make an appointment to meet with your advisors so they know you are experiencing difficulties and need a support plan. You should arrange to meet with your advisors as soon as possible to ensure your research is not placed at risk. You may also like to consider seeking additional support from your ADRE and exploring other supports that may be available.  |
| 12+ | You are trying to manage multiple challenges and things may be starting to feel overwhelming. Make sure you use the check in form to document your situation and make an appointment with you advisors as soon as possible. You are encouraged to consider seeking professional assistance or taking a break from your studies.  |

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| Degree: | PhD [ ] Professional Masters [ ]  |
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| HDR Supervision and Progression Assessment (HSPA) | James Cook University – Universities Australia |
| HDR student and primary advisor to complete this section |
| 1. **Team discussion**
 |
| Arrange to meet with your primary advisor to discuss how things are going with the project. You may also choose to invite other advisors or a mediator. Please make sure to bring your completed Part 1: Self-directed assessment form to the meeting because this will help facilitate open and honest discussion. You do not have to show your responses to others and should only do so if you are willing and think it will help the group reach consensus. |
| 1. **Discuss how things are going**
 |
| Is the group consensus that all is going well with the project?  | Choose an item. |
| What is the group consensus?Click or tap here to enter text. |
| Is the group consensus that there are things that can be improved or done differently?  | Choose an item. |
| What is the group consensus?Click or tap here to enter text. |
| 1. **Discuss agreed outcomes**
 |
| Thinking about what the group discussed in Q2, discuss and list 3 things the group thinks (if implemented) could create positive change. Rank the suggestions in terms of most (a) to least (c) realistic or achievable. |
| 1.
 | Click or tap here to enter text. |
| 1.
 | Click or tap here to enter text. |
| 1.
 | Click or tap here to enter text. |
| Why would each suggestion benefit the project?  |
| 1.
 | Click or tap here to enter text. |
| 1.
 | Click or tap here to enter text. |
| 1.
 | Click or tap here to enter text. |
| Can you see any similarities between your list and the group consensus? | Choose an item. |
| Please provide details:Click or tap here to enter text. |
| Can you see any differences between your list and the group consensus? | Choose an item. |
| Please provide details:Click or tap here to enter text. |
| Discuss each suggestion and write down at least one suggestion everyone agrees is realistic and can be implemented.Click or tap here to enter text. |
| 1. **Discuss moving forward**
 |
| Discuss the steps required to move from where the project is now to where everyone wants to be in the future? |
| Step 1: | Click or tap here to enter text. |
| Step 2: | Click or tap here to enter text. |
| Step 3: | Click or tap here to enter text. |
| 1. **Anticipated outcomes**
 |
| How will the group know that the steps taken are working? Discuss the measurable outcomes everyone wants to see along the way. |
| 1 week? | Click or tap here to enter text. |
| 4 weeks? | Click or tap here to enter text. |
| 3 months? | Click or tap here to enter text. |
| 6 months? | Click or tap here to enter text. |
| 1. **Schedule a review**
 |
| Arrange a group meeting to check and discuss progress.  |
| 1 week?  | Date: Click or tap to enter a date.Time: Click or tap here to enter text. |
| 4 weeks? | Date: Click or tap to enter a date.Time: Click or tap here to enter text. |
| 3 months? | Date: Click or tap to enter a date.Time: Click or tap here to enter text. |
| 6 months? | Date: Click or tap to enter a date.Time: Click or tap here to enter text. |
| 1. **Evaluate progress**
 |
| Discuss project milestones and timelines. |
| **After 1 week we expect**Click or tap here to enter text. |
| Was the outcome met? | Choose an item. |
| Is additional action required? | Choose an item. |
| Comments:Click or tap here to enter text. |
| **After 4 weeks we expect**Click or tap here to enter text. |
| Was the outcome met? | Choose an item. |
| Is additional action required? | Choose an item. |
| Comments:Click or tap here to enter text. |
| **After 3 months we expect**Click or tap here to enter text. |
| Was the outcome met? | Choose an item. |
| Is additional action required? | Choose an item. |
| Comments:Click or tap here to enter text. |
| **After 6 months we expect.**Click or tap here to enter text. |
| Was the outcome met? | Choose an item. |
| Is additional action required? | Choose an item. |
| Comments:Click or tap here to enter text. |
| **After 12 months we expect.**Click or tap here to enter text. |
| Was the outcome met? | Choose an item. |
| Is additional action required? | Choose an item. |
| Comments:Click or tap here to enter text. |

Student: Student id:

Signature: Date:

Primary Advisor:

Signature: Date:

