

Guidelines to complete the Postgraduate Research Supervision Logbook

1. A copy of this Logbook will be given to all registered research degree candidates with the registration letter.
2. Candidates are advised to complete the first page according to the research and fill the summary of the progress up to registration with the guidance of the supervisors.
3. Candidates are advised to have regular meetings with supervisors. The details of each meeting should be recorded in the logbook.
4. At the meeting the supervisor/s is/are required to write comments on the progress and any recommendations and a date should be fixed for the next meeting.
5. Candidates are advised to discuss with the supervisor/s the tasks to be completed before the next meeting and note that in the relevant space.
6. At the end of the research project it is essential to submit the completed Logbook with the draft thesis to the Faculty of Graduate Studies with the recommendations /comments of the Principal Supervisor /Co Supervisor/s as given in the last page of the Logbook.
7. There are pages sufficient to 52 meeting in each logbook and it is possible to obtain another Logbook if the given number of pages are not adequate.

Dean
Faculty of Graduate Studies