

## NOMINATION OF SUPERVISORS FOR PROJECT (COUNSELLING)

Student ID number:

First name: \_\_\_\_\_

Surname: \_\_\_\_\_

Email: \_\_\_\_\_

Programme of study: \_\_\_\_\_

Project course number: \_\_\_\_\_

Project credit value:  Programme credit value:

Campus: Distance

Project title:

Research Methods course/s completed:

Course Number: \_\_\_\_\_ Date: \_\_\_\_\_

Course Number: \_\_\_\_\_ Date: \_\_\_\_\_

Possible Supervisor: \_\_\_\_\_

Outline of discussions with potential supervisor (Attach relevant correspondence)

Attach Research Outline.

### NOTES:

#### Content and Format

For the critical systematic literature review research, the 2-3 page research outline is straight forward. The outline should follow 267.782 or 267.783 guidelines and needs to cover the main features of the Project. It is acceptable to submit an outline that was submitted as part of your previously undertaken methods courses. This is on the proviso that you have made any modifications based on the assessment feedback you received for that piece of work, and that you have reformatted it as being a proposal for this Project rather than just the exact layout sent in for your methods research proposal assignment.

For critical systematic literature review research an outline will normally contain the following:

- A working **title**.
- A statement of the **aim(s)** of the research - incorporating a description of the problem or issue to be examined.
- A list of the **research questions to be examined** in the study.
- An outline of the **major databases** to be consulted and reviewed.
- A suggested **time frame** to be followed throughout the Project.
- The **names of possible supervisors** at the University (see Section 6.0 on Supervision and the enclosure on Staff Research Interests) in Research Project in Counselling Handbook.
- A statement of **expected outcomes**.
- A tentative **outline of the structure** of the final report (article) and a time line.

**OFFICE USE ONLY:**

**Submitting Your Research Outline:**

Prepare an electronic copy of your research outline. Scan and send your outline with this form (IOE 2– Nomination of Supervisors for Project) to:

[IOE-postgraduate@massey.ac.nz](mailto:IOE-postgraduate@massey.ac.nz) with the subject line: Attention Roseanne MacGillivray – Research Outline (Counselling).

Also upload a copy of the outline and IOE 2 into the Stream 253.800 Dropbox.

On receipt of your research outline, your details are recorded on the Institute of Education database and one copy is stored in your file. The Research Coordinator and Counselling team consider the outline and the proposed supervisors.

Please note that the appointment of a supervisor is ultimately the responsibility of the Research Coordinator, who takes into account staff availability and expertise, as well as staff workloads. When confirmed, you are notified of the name of your supervisor and their contact details. We encourage you to make contact immediately with your supervisor, so that you can get underway with your investigation under their guidance.

**(NOTE: You cannot start your research until your supervisor has been formally confirmed).**

To assist the co-ordinator in appointing a supervision team best matched to a student research proposal you are encouraged to:

- Align your research with the research interests and expertise of staff.
- Connect your research with previous postgraduate studies you have undertaken.
- Submit your research outline along with this form (IOE 2) by the **due date to:**  
[IOE-postgraduate@massey.ac.nz](mailto:IOE-postgraduate@massey.ac.nz) with the subject line: Attention Roseanne MacGillivray – Research Outline (Counselling) **and** to the Stream Dropbox.

**SUPERVISOR**

The Supervisor is responsible for full supervision.

First name: \_\_\_\_\_

Surname: \_\_\_\_\_

Academic unit: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

I \_\_\_\_\_ agree to supervise  
(Supervisor name)

\_\_\_\_\_  
(Student name)

For \_\_\_\_\_  
(Project number and credits)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**RESEARCH CO-ORDINATOR:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_