

<p>(notification, editing, letters of reference) for student applications for funding, to conferences, and post-graduate opportunities</p> <ul style="list-style-type: none"> •Meet deadlines associated with student progress as set by the relevant academic unit and / or in relation to funding supports (letters of reference etc.) •Permit student to have a reasonable amount of vacation time •Discuss unexpected delays in student progress as soon as they arise •Be willing to modify research goals if necessitated by factors outside of the student's control •Ensure the continuity of supervision, accessibility during your absence or provision of a replacement during absences longer than 2 months. •Use issuebased problem solving when issues arise that cannot be resolved informally https://alis.alberta.ca/media/2893/letstalk.pdf •As early as possible, inform your program chair/director of any serious difficulties, such as professional or academic disagreements, interpersonal conflicts, potential conflict of interest situations •Ensure a safe work environment by complying with university regulations and/or the applicable regulations of the and/or the applicable regulations of outside agencies •As much as possible, ensure that the workplace is free from harassment, discrimination and conflict 	<ul style="list-style-type: none"> •As early as possible, inform your supervisor of any serious difficulties, such as professional academic disagreements, interpersonal conflicts, or potential conflict of interest situations •Attend supervisory skills workshops • Use issuebased problem solving when issues arise that cannot be resolved informally with your supervisor: As a reference, see: https://alis.alberta.ca/media/2893/letstalk.pdf • Be pro-active and take responsibility for communicating with your supervisor.
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