

Requirements for Thesis Writing 1 and Diploma Work 1 Courses

Course Objective

The aim of the course is to introduce students to the processes of scientific research and to provide them with the theoretical and methodological background necessary for preparing their thesis or diploma work.

During the course, students become familiar with the topic selection process, the expectations for setting objectives and formulating hypotheses, as well as the formal and content requirements of thesis preparation. Students learn proper referencing methods and literature review techniques. They receive an overview of the risks of plagiarism and common mistakes related to this topic.

Course Completion Requirements

- The student is required to consult with the supervisor at intervals specified by the supervisor during the preparation and writing of the thesis.
- **Topic Selection:** The topic selection process is carried out according to the procedure specified in the MATE regulations, based on the information provided by the Educational Directorate. Before registering the topic in the NEPTUN system, the student must agree on the topic with the supervisor.
- **Preparation of Topic Outline:** After selecting a topic, the student must prepare a specific, factual topic outline appropriate to the chosen topic and upload it to the e-learning platform of the course within 30 days of topic selection. Verification of this is the supervisor's responsibility.
- **Preparation of a schedule**
- **Determination of the main aspects of the literature review, progress in literature processing, and compilation of a bibliography**
- **Selection of methods**
- **Preparation of an experimental plan**
- **Commencement of primary and secondary data collection (design, research, experimental tasks)**

Signature and Grading

The course signature may be refused if the student does not complete the tasks related to thesis preparation in a satisfactory manner. At the end of the semester, during the examination period, students give an oral report at a prearranged date on their progress, the objectives of the thesis, the research methods, and results. The report is presented before the instructors and researchers of the department responsible for supervising the thesis. The report is a mandatory part of completing the course and serves as the basis for evaluation.

Procedure for Topic and/or Supervisor Change

The student may request a change of topic and/or supervisor at the latest 3 months before the thesis submission deadline, in accordance with the regulations of the Study and Examination Regulations, via the NEPTUN system.

Requirements for Thesis Writing 2 and Diploma Work 2 Courses

Course Objective

The aim of the course is to complete the research work, present the results, and finalize the evaluation.

Course Completion Requirements

- The student is required to regularly consult with the supervisor at intervals specified by the supervisor during the preparation and writing of the thesis.
- **Preparation of a literature review and finalization of the bibliography**
- **Completion of experimental, research, and design tasks, and preparation of the “Materials and Methods” chapter**
- **Presentation and evaluation of research results, data analysis**
- **Drawing conclusions and formulating recommendations**
- **Presentation of at least the main chapters (Literature Review, Materials and Methods, Results and Discussion)**
- **Presentation of a thesis that is at least 80% complete**

Signature and Grading

The course signature may be refused if the student does not complete the tasks related to thesis preparation in a satisfactory manner. At the end of the semester, during the examination period, students give an oral report at a prearranged date on their progress, the objectives of the thesis, the research methods, and results. The report is presented before the instructors and researchers of the department responsible for supervising the thesis. The report is a mandatory part of completing the course and serves as the basis for evaluation.

Thesis Submission

The student must present the completed thesis to the supervisor at least 10 days before the submission deadline. If the supervisor deems that the thesis does not meet the expected requirements, it cannot be submitted.

Procedure for Topic and/or Supervisor Change

The student may request a change of topic and/or supervisor at the latest 3 months before the thesis submission deadline, in accordance with the regulations of the Study and Examination Regulations, via the NEPTUN system.