Master’s Thesis Information

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Agenda

• Aim, goal and relevance of master’s thesis
• The process at the department
• The process of writing a master’s thesis
• General requirements

Important reading: “Instructions for theses…” C2016-0973 >>> General guidelines >>>
Aim

“to develop in-depth knowledge, understanding, ability and approaches within the parameters of the education”
Goal

“to demonstrate the knowledge and ability required for autonomous work as Master of Science”
Relevance

To give knowledge and skills in

• formulating, analyzing and solving a practical and/or theoretical problem by applying theoretical knowledge,
• collecting and analyzing empirical data, and
• presenting the process and results.

• Running a small project, you own the process!
• The result is relevant to the students, the company/initiator and Chalmers
Read more about

• Learning objectives
• Roles and responsibilities
• …and other things…

• …in ”Instructions for theses…” C2016- 0973
Confidentiality

• Your thesis MUST end up in a public report
• Pass/Fail judgement is based on this report
• ”Enough” material must be included
• Sensitive information:
  put in Appendix or left out
  company/industry anonymous
...

The process in short

- Spring 2017 is a pilot
- One entry point
- The registration will be open twice a year, once for each of the spring and fall semesters – not over summer
- Additional student support: method lecture, mandatory peer review and opposition – practicalities will be solved for students abroad
- Master’s thesis conference (end of the fall)
Master’s thesis process
How do I find a topic?

• Chalmers Library
  http://publications.lib.chalmers.se/cpl/

• The department web page
About topics

• The topic needs to fit your master programme profile – and be approved by the Master’s programme director – this step is included in the administrative process

• The topic must be on a **scientific/technical level** that represents a considerable more in-depth knowledge of the subject of study

• You may decide to involve a company or not
• If you did so, develop a proposal and contact relevant companies
How to find a master’s thesis

What is important to you?
Learning about an industry – specific topic, finding a job after you graduate, contacts

What projects did you like to work with?
Talk to guest lectures, talk to companies that were involved in courses

When talking to companies…
- Remember that many students are looking for a master’s thesis…
- It is always easier to look at a proposal – don’t be afraid to be specific and express what you want to study and how you want to study it (you also come across as more serious!)
- Communicate why the company you are looking at would be a good case for your study!
- You need to communicate about your master’s program and what you’ve learned so far
- Give examples of your knowledge and your skills, highlight cases that you have worked on, what you found interesting about that case and how you applied your knowledge and skills
When you have a proposal

• Register to write your master’s thesis at:

• Deadline for the registration for the fall semester of 2017 is June 6th, 24.00

• You will receive information about your supervisor at the latest June 15th

• You will also be contacted by an administrator who supports with formal registration of the master’s thesis and provide additional information
The form

• Write down the courses taken that form the theoretical basis of your master’s thesis

• Other information: information that may be interesting for us to find you the most suitable supervisor

• Attach file – company proposal etc.
Writing in pairs

• Writing in pair with NN from the programme XX
  – NB it is strongly recommended/mandatory to write in pairs

During the pilot there has been some flexibility but the following will NOT necessarily be accepted in the future: employment, placement abroad or outside Göteborg, agreement with a company etc…

• If you don’t have a partner, the process will be delayed
Thesis process during the fall

1. Define topic, registration
2. Define problem, formulate goals, plan project
3. Redefine problems, achieve goals, report/write
4. Write, oppose, present
Planning report

“The student/s shall produce a written planning report which is to state in detail the problem description/task. The planning report shall include background, preliminary aim, objectives, demarcations, method and timetable for production of the thesis. In the planning report, the student/s shall clarify the societal, ethical and ecological aspects that need to be taken into account in accordance with learning objectives 9 and 10. Reasons should be given if such aspects are not taken into consideration.”

Decide together with your supervisor when the planning report should be handed-in.
## Deadlines fall 2017

<table>
<thead>
<tr>
<th>Task</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>Planning report</td>
<td>Decided together with supervisor</td>
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<tr>
<td>Method lecture I</td>
<td>August</td>
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<tr>
<td>Peer review</td>
<td>September</td>
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<tr>
<td><em>Method lecture II</em></td>
<td><em>October</em></td>
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<tr>
<td>Send report for opposition</td>
<td>At the latest 1 week before the opposition</td>
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<td>Opposition</td>
<td>End of the semester</td>
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<tr>
<td><em>Presentation conference</em></td>
<td><em>Dec</em></td>
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<tr>
<td>Final report</td>
<td>Decided together with supervisor</td>
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Method support 2017

• To support your work, additional method support is provided

• I: introduction and research question, linking theory and practice

• II: writing the master’s thesis
Peer Review

• To get feedback on the Master theses from peers before handing them in to the examiner

• It is an excellent practice in giving and receiving constructive feedback that will help the authors to improve the final version

• To read the thesis draft critically and to engage in a constructive and helpful discussion of some of the main areas that may be improved with focus on the problem formulation, choice of literature and method

Detailed information will be provided at pingpong
Student group owns the process:
suggesting and defining the topic, finding and reading literature, finding empirical examples and companies, setting up meetings, booking interviews, setting deadlines, formulating questions, writing drafts, presenting method and tentative results, checking out formalities

Supervisors support the process:
answering questions, reading and commenting drafts, participating in meetings
Passing the thesis work

Read more about the requirements in “Instructions for theses…” C2016-0973

Use the “Work card” to document attendance and performance.

For a thesis to be approved, following stages must be completed:

- An approved planning report and an approved thesis
- An approved verbal presentation and defence of the thesis
- Approved opposition of another thesis
- Attendance of two other verbal thesis presentations
- All Master’s theses must be registered in Chalmers Publication Library
Ping pong

When you register through the web form you will be added to the ping pong page for the master’s thesis (after deadline):

- All formal information in the course is posted at pingpong, therefore it is important that you regularly check the pages for updates!
- All communication e.g. students final reports etc. are handed in via pingpong