

# Information

## Master thesis at IDE

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# Master thesis

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# Introduction

## Master thesis

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- The master thesis is a project work at an extent of 30 ECTS, which by the norms of the faculty corresponds to about 900 hours work.
- Planning starts in the autumn
- Main work in the spring semester
- It is possible to write the Master thesis in a group of 2
- In order to get permission to start you must have:
  - Completed a bachelor in computer science
  - Completed 50 out of 120 ECTS of the master study before 15<sup>th</sup> of October
  - Or: 80 ECTS within 15<sup>th</sup> of January

See more information on Canvas DATMAS 2019

# Thesis

## Main road

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- The department submits proposals for master's theses on "*Oppgaveportalen*" by 15<sup>th</sup> of October
- You must apply for at least one proposal by December 1<sup>st</sup> (we recommend to apply for more than one proposal and list your priorities)
- Application for department proposals or registration of your own proposals can be done **electronically** in "*Oppgaveportalen*"
- The department assigns thesis and supervisor within 15<sup>th</sup> of December
- Deliver a signed thesis **contract** by **1<sup>st</sup> of February**.
- **Poster presentation** will be held around 1<sup>st</sup> of June.
- **Submission of the thesis within 15.june.**

# Thesis

## Your own proposal or a proposal from a company

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- You may bring your own proposal
- The proposal must be approved by the department
- Application deadline 15<sup>th</sup> of November
- What is required to get the proposal approved?
  - A working title
  - A brief description of the project, about one A4 page
  - A form that shows the various tasks
  - A time schedule for the various tasks
- The department will evaluate and provide feedback on the given proposal, so that approved proposals can be registered before the final deadline (15<sup>th</sup> of December)

# Important deadlines

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- October 15th
- December 1st
- November 15th
- December 15st
- 1st of February (contract)
- June 15th (final delivery)

# Documents

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- It is important that you make yourself familiar with relevant documentation. Please visit this [page](#) to relevant information and documents.
- Here you will find:
  - Contract
  - Front page
  - **Student guide**
  - **Regulations**
  - Information to companies
  - Agreement concerning restricted access
  - Master thesis deposit agreement

You may find this link in Canvas:

– **DATMAS\_MASTER INFTEK-DATA 2018**

# Important deadlines

<b>Deadline:</b>	<b>Bachelor, 20sp</b>	<b>Master, 30sp</b>
Submission of department proposals	15/10	15/10
Application for/registration of proposals	15/11	1/12
Assignment of proposal and supervisor	1/12	15/12
Submission of thesis contract	15/1	1/2
Semester	Spring	Spring
Submission of the thesis	15/5	15/6
Evaluation	6 weeks	12 weeks



# More on the CONTRACT

- ☐ BACHELOR'S THESIS Deadline for submitting final title and topic of thesis:  
15<sup>th</sup> of January
- ☐ MASTER'S THESIS, 30 ECTS Deadline for submitting final title and topic of thesis:  
1<sup>st</sup> of February
- ☐ MASTER'S THESIS, 60 ECTS Deadline for submitting final title and topic of thesis:  
15<sup>th</sup> of September

(Tick the relevant option)

The form must be filled in by the student and handed to the faculty administration within the deadline indicated above. Notice: The form consists of two pages.

## 1. Choice of subject

Student's name:		Student number:
Address:		
E-mail address:		Phone:
Study program:		
Specialization:		
Title/working title of thesis:		Faculty supervisor:
Cooperating company/institution:		External supervisor:

## More on the contract (2)

<p>I have read the <u>rules</u> that apply to the thesis and fulfill the requirements for choice of subject.</p> <p><input type="checkbox"/></p>	<p>I realize that while working with experimental projects I must inform myself about the <u>rules for HES</u> (Health, Environment, Safety) before starting the work.</p> <p><input type="checkbox"/></p>	<p>I am aware of the rules for the use of sources as described in the <u><i>Student guide for bachelor's and master's thesis</i></u> (ch. 3.4) and will observe them in my work with the thesis.</p> <p><input type="checkbox"/></p>
<p><b>The thesis is written together with (applies only to bachelor's theses):</b></p> <p>Student number:                  Student name:</p> <p>Student number:                  Student name:</p>		
<p><b>Date, sign. student:</b></p>		
<p><b>External supervisor:</b></p> <p><input type="checkbox"/> I have received and read the document "To the companies concerning bachelor and master theses"</p> <p><b>Date, sign:</b></p>		
<p><b>Faculty administration:</b></p> <p><input type="checkbox"/> It is hereby confirmed that the student fulfills the requirements for choice of subject.</p> <p><b>Date, sign:</b></p>		

# More on the contract (3)

## 3. Laboratory and experimental equipment

- ☐ I do not require laboratory or experimental equipment at UiS

Allocated lab:.....	Date, sign. subject-/lab-responsible: .....
Key received (date): .....	Sign. stud.: .....
The workplace has been cleared and cleaned (date):.....	Sign. lab-responsible: .....
Key returned (date): .....	Sign. responsible for keys:.....

## 4. Submission for evaluation

We hereby confirm that the following thesis is submitted on Inpera. The thesis is also submitted on Brage (applies only to master's theses).

- |   |  |
|---|--|
| <input type="checkbox"/> BACHELOR'S THESIS        | <b><u>Deadline for submission: 15<sup>th</sup> of May</u></b>  |
| <input type="checkbox"/> MASTER'S THESIS, 30 ECTS | <b><u>Deadline for submission: 15<sup>th</sup> of June</u></b> |
| <input type="checkbox"/> MASTER'S THESIS, 60 ECTS | <b><u>Deadline for submission: 15<sup>th</sup> of June</u></b> |

(date, sign. and stamp faculty administration)

## Hints

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- **Read the student guide and regulations carefully!**
- Plan the project in the autumn. **Everybody** are to make an activity plan before starting the main work and written status reports at least each month during the spring semester.
- Establish regular contact with supervisor/company.
- Documentation and main work are parallel activities.
- Submit a draft report to the supervisor for comments in due time.

# Oppgaveportalen

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- [Link](#) to Oppgaveportalen.
  - Here you can search through proposals, apply for the proposals you are interested in, and also register your own proposal.
  - Proposals will be published by the department October 15<sup>th</sup>.
- Companies can register proposals in Oppgaveportalen by following this [link](#).
- Submission of final thesis within 15<sup>th</sup> June
  - via [Inspira](#) (Use Firefox or Google Chrome)
  - AND [UiS Brage](#)

# Some important points from the Regulations

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- Ch. 3.5: *A bachelor's or master's thesis can normally be submitted only once... If a student wants to improve his/her grade, he/she must send an application for dispensation with grounds. The final deadline for applying for a dispensation is the same as the deadline for registration for assessment...*
- *If the application is approved, the student will not have the opportunity to rewrite a previously submitted thesis... The thesis must have a new topic and title. NOTE! This will be counted as the second and last attempt. Dispensation for a third attempt cannot be granted.*

# Some important points from the Regulations cont.

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- Ch. 3.6. *If a Bachelor or Master's thesis is marked with grade F, the student(s) has a deadline of 14 days after the mark has been made available to submit an application to either rework or write a new thesis...*
- *Upon application, a candidate who has not passed the bachelor's or master's thesis may be granted a second attempt. In such cases, a reworked version of the bachelor's or master's thesis may be submitted, or a completely new thesis may be submitted. This must then be submitted by the specified deadline and will count as a new attempt...*



# Good luck

