



## Contract for the

## Bachelor's project Artificial Intelligence

**Project title:** \_\_\_\_\_

**Academic year:**

20\_\_ – 20\_\_

**Semester:** 1 / 2

**Student:** \_\_\_\_\_ student number: \_\_\_\_\_

telephone: \_\_\_\_\_ e-mail address: \_\_\_\_\_

hereby undertakes to complete the Bachelor's project in accordance with the agreements below.

**Supervisor:** \_\_\_\_\_ e-mail address: \_\_\_\_\_

hereby undertakes to supervise the Bachelor's project in accordance with the agreements below.

### Supervision

The student and supervisor make agreements on the nature of the supervision and on the frequency of the supervision meetings, i.e. what is expected of the student and what the student can expect of the supervisor.

#### Agreements with regard to supervision:

*[It is not necessary to tick all these points; they are only examples.  
The student and supervisor make agreements together]*

☐ Frequency of supervision meetings: every week / every other week / other, namely \_\_\_\_\_

☐ The student will keep the supervisor informed about project progress.

☐ The student will submit work for reading at least \_\_\_\_\_ working days in advance by e-mail / other, namely \_\_\_\_\_

☐ The supervisor will read the student's work and give feedback.

☐ After each meeting, the student will send the supervisor a short e-mail confirming agreements made during the meeting, changes to the schedule, etc.

☐ \_\_\_\_\_

☐ \_\_\_\_\_

### Assessment

The supervisor and student make agreements on the assessment of the Bachelor's project. These agreements can also be made at a later stage.

#### Agreements made with regard to assessment:

☐ The student will work alone / jointly on the Bachelor's project report with \_\_\_\_\_

Each student will be given an individual mark for the Bachelor's project report

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## Schedule and deadlines

The student and the supervisor make agreements about the project scheduling and the deadlines for submitting interim products. Changes to the schedule/deadlines are subject to consultation between the student and supervisor.

*An example of a schedule can be found in the Appendix.*

### Agreements made with regard to scheduling:

Deadline for submitting further schedule: \_\_\_\_\_

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## Evaluation

The Bachelor's project will be evaluated after two months. Both parties have the right to end the supervisory relationship or make further agreements about the nature and/or other aspects of the supervision.

### Agreements made with regard to evaluation:

Date of evaluation: \_\_\_\_\_

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## Other agreements

*[e.g. about how students will work together if the project is a joint project]*

- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_

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## Provision regarding the right to supervision

The student is entitled to supervision during the semester in which he/she is working on the project. In principle, there will be no further supervision after this semester (no meetings, no feedback on submitted work). The report on the Bachelor's project submitted after the semester will be assessed only as the final version. The final version of the report will not necessarily be approved (it can still be rejected at this stage).

By signing this contract, the student also confirms that he/she has read and understood this provision.

Signature of student:

Place and date:

Signature of supervisor:

Place and date:

## Appendix to the Contract for the Bachelor's project

### Schedule and Deadlines

The student and the supervisor may make agreements about the project scheduling and the deadlines for submitting interim products.

*Changes to the schedule/deadlines are subject to consultation between the student and supervisor.*

#### Agreed deadlines:

*[This is an **example**. the student and supervisor decide the aspects on which agreements will be made]*

#### Project work

Deadline for submitting research question:

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Deadline for literature survey:

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Deadline for setup of model / experiment:

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Deadline for data-gathering proposal:

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Date of demonstration of functioning model:

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Date of demonstration of working experiment:

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Deadline for data-analysis proposal:

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Starting date for data gathering / experiment:

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End date for data gathering / experiment:

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Deadline for results for data analysis:

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Date of data analysis:

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

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

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

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

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

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#### Report

Submission deadline for introduction:

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Submission deadline for method:

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Submission deadline for results:

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Submission deadline for discussion:

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Submission deadline for report summary:

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Submission deadline for first draft of report:

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Submission deadline for final draft of report:

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

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

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

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#### Presentation

Submission deadline for abstract:

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Date of trial presentation:

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