INFORMATION FOR COMPANIES ABOUT BACHELOR'S AND MASTER'S THESES

THE FACULTY OF SCIENCE AND TECHNOLOGY

Information for companies about Bachelor's and Master's Theses
The Faculty of Science and Technology
Decision made by the Dean 29th November 2018

1. INTRODUCTION

The different study programmes at the Faculty of Science and Technology (TN) include the following theses:

- **Bachelor's thesis**, which concludes the three-year bachelor's degree in engineering. The thesis has a scope of 20 credits. This is equivalent to roughly 600 hours work, according to the faculty's norms. These 20 credits include a mandatory essay that deals with scientific theory and ethics. This part must be passed in order to be able to submit the actual bachelor's thesis. Up to three students can work together on the same bachelor's thesis.

- **Master's thesis**, which concludes the master's degree at the Faculty of Science and Technology. This normally has a scope of 30 credits, but some study programmes have a scope of 60 credits. A scope of 30 credits is equivalent to full-time work for an entire semester. A master's thesis is written individually. Nevertheless, two students can work on the same project.

To be able to do these theses within a company, some minimum requirements must be met. These are addressed in the following sections.

2. GUIDANCE

The company must be able to provide an adviser for the student(s). The scope of the guidance may vary considerably according to the nature of the project and the relevant students. At least 1-3 hours per week for preparation work and guidance sessions should be expected.

3. DEADLINES

Important deadlines, etc. are shown in the table below.

Thesis:	**Bachelor's thesis, 20 credits**	**Master's thesis, 30 credits**	**Master's thesis, 60 credits**
Deadline for the departments to announce their theses	15/10	01/11	15/03
Deadline for formal selection of theses	15/01	01/02	15/09
Which semester the thesis involves	Spring	Spring	Autumn and spring
Submission deadline	15/05	15/06	15/06

Table 1

To be included in the autumn announcement of theses, the faculty should receive the thesis title/text (at least a half page) by the announcement deadline shown in the table.

4. REPORTING

When starting the project, the students should set up a project work schedule.

When the project ends, the students should hand in a final report and any product in the form of hardware and/or software.

During the semester, students usually do a status report at least once a month.

The final report's design must satisfy the requirements set by UiS. As much emphasis is placed on the final report when grading, it is important that the students set aside adequate time for this, even though companies do not always consider this to be an optimal use of time.

- The report's *introduction* should include the following: The thesis text, motivation and objectives for the thesis, frameworks for the work, the procedure, how the report is developed, etc.
- Following the introduction there should be *essential background information*, i.e. theory and assessments connected with the thesis.
- The following chapter should then present the solution to the thesis.
- The report should conclude with a *discussion* of the result and the *conclusion*.
- Finally, there should be a list of references and any appendices.
- Prior to the introduction there should be a *summary* and *contents list*, as well as any *preface*, *figure* and *table lists* etc.

5. OWNERSHIP AND RESTRICTIONS ON USE

The following rules regarding ownership and restrictions on use apply to theses:

The student(s) own copyright of the thesis. The student(s) are entitled to publish their thesis or parts of it as an independent work, as part of a larger work, or in popularised form in an arbitrary public publication. Without permission, however, this does not apply to material that is placed at the disposition of a company that is directly reproduced in the thesis, or in an appendix to it. Similar permission is required by the person with academic responsibility for material that is at this person's disposal.

The copies of the thesis submitted with drawings, models and apparatuses as well as computer software that are included as part of or as appendices to the thesis belong to UiS. UiS is free to make copies of all or parts of the thesis and appendices for the purpose of teaching and research. The student(s) shall be named in each copy in accordance with the law and best practice.

A company or an institution that has assisted in the preparation of the thesis may request a copy of the thesis and appendices and can inform UiS of its assessment of the thesis. The company or institution can utilise the content of the thesis in its business.

For any use of the thesis apart from that specified in § 5.1-3 of the *Rules for Bachelor's and Master's Theses at the Faculty of Science and Technology*, an agreement must be entered into between UiS, any company and the student(s).

The Faculty of Science and Technology would like as many of the bachelor's and master's theses as possible to be open. Therefore, the faculty asks the companies to, as far as possible, find themes for theses that require no restrictions on use. If however, it is necessary to resort to this, the company/institution that has assisted can apply to have the thesis kept confidential (i.e. no publishing) usually for up to two years and a maximum of five years. Any significant damaging effects of publication must be highlighted in the application. If publication is undesirable, a separate agreement must be signed. The faculty has prepared an Agreement on Restrictions on the use of Bachelor's and Master's Theses that can be used here.

Applications to block theses must normally be received by the department when theses are formally selected. If a need for blocking arises while the work is in progress, the department should receive the application no later than 14 days before the submission deadline. The head of the department following a recommendation from the person with academic responsibility can decide confidentiality for up to two years. Any other applications must be decided by the Dean.

6. ASSESSMENT

In 2012, NFmR (*Det nasjonale fakultetsmøtet for realfag* – The National Faculty Meeting for Natural Sciences) and NRT (*Nasjonalt råd for teknologisk utdanning* – The National Council for Technology Education), brought out new description of grades for master's theses in mathematics, natural sciences and technology (MNT). These will apply to master's theses submitted from the 2014 Spring Semester. The following are the reasons why these were introduced:

- Statistics prepared by UHR (*Universitets- og høgskolerådet* – The Norwegian

Association of Higher Education Institutions) show that grades A and B were being given too frequently.

- The introduction of the qualification framework for higher education in 2012. The grade descriptions are now specified for both the educational level and subject, e.g. MNT. In addition, the connection between learning outcomes and grading has been made clear for advisers and examiners.

It is expected that these measures will lead to the increased use of the grading scale. It is important for employers to be aware of this change when assessing applicants.

In June 2013, the National Council for Technology Education) also brought out new grade descriptions for bachelor's theses in engineering. These will apply to bachelor's theses submitted from the 2014 spring semester.

*NFmR and NRT are specialised strategic entities within the Norwegian Association of Higher Education Institutions (UHR)

7. OTHER CONDITIONS

Be careful about offering the students paid work alongside doing a thesis. If paid work is offered, this should be limited to a maximum of 7.5 hours per week.

8. CONTACT

The email address for the Faculty of Science and Technology is: post-tn@uis.no

9. APPENDICES

Examiner guidance for the bachelor's thesis or *Examiner guidance for the master's thesis*.