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# Graduation thesis

Organization, writing, defense

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# An excellent thesis is ...

- An **independent** research with a **clear result** (an algorithm designed, intended or tested software, process analysis, etc.)
  - Addresses a **timely/novel** topic, while giving sufficient and relevant **review of alternative** or similar approaches (based on professional literature)
  - Uses a correct set of research **methods** or methodology to analyze the problem
  - The result of work done is **reasonable** and **reliable**
  - A well-**structured** and -reasoned **analytical** work
  - A well-**balanced** work – an introduction, description of **state of art**, review of **related literature**, methodology, description of work done, analysis and justification
  - **Formatted correctly** – references, spelling, volume, etc.
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# What kind of thesis should **NOT** be submitted?

- Report or general **essay** on a selected topic;
  - Work with missing or **not clearly defined** research problem and methodology;
  - Work in which **choices** made by the author, e.g. in regards to methodology, review of scientific literature, **are not justified or adequately reasoned**;
  - Work where **author's contribution** is not clearly distinguishable, or is otherwise poorly structured;
  - Work where it seems that everything is technically correct, but there is **no fundamental content**;
  - **Plagiarism** and otherwise **incorrectly formatted** work;
    - Using AI-tools without citing the source is plagiarism as well
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# Mandatory parts of thesis

- **Introduction;**

- State of art
- Setup of problem (+ research questions)
- Expected results

- **Analytical part**

- Overview of literature;
- Methodology
- Possible options for solving the problem;

- **Work progress;**

- What you have done (and why) by solving the problem;

- The **results** of the work

- Summary

- Includes conclusions;
- Includes answers to research questions;
- Feature research (optional)

- Appendices

# Timetable

Activity	Date	Defense period
Seminar about defending theses, meeting with supervisors	Beginning of September	Autumn or spring
Deadline for submitting of individual study plan (ÖIS)	7 September	
Submission of <u>thesis task specification</u>	28 September	
Defence of the task specification	5 - 16 October	
submission of a digitally signed thesis task specification	26 October	
Submission of thesis for preliminary defence	30 November	Autumn
Preliminary defence	7 – 11 December	
Submission of application for defense (in ÖIS)	14 December	
Submission of documents (incl thesis) for final defence	5 January	
Final defence	19 – 22 January	

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# Permission to defend

Defense application can be satisfied, if:

- all modules of one specialization of curriculum are fulfilled
  - all subjects are in correct modules
    - for transfer of subjects, a written consent form the head of the study program is needed
  - results of last exams are in a week before defense
  - performances done in Open University are transferred to your account in ÖIS a week before defense
  - assessment for internship (practical placement) is in ÖIS
  - the paid students have paid for the defense
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# Permission to defend

- submission of application for defense in ÕIS.
    - The subject in english and Estonian (misspelling is not allowed!)
    - Supervisor(s)
    - Supervisor accepts the declaration (in ÕIS)
  - Submission of thesis (upload pdf-file in moodle),
  - **The chairman of defense commission can not accept the work to defense, if it is not in accordance with stated requirements.**
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# Defense

- Be in time!
  - Be sure, that all materials needed are in hand;
  - Presentation: 7 – 10 minutes;  
**be punctual!**
  - Approximately 1 slide per minute;
  - Underline the main result and your contribution!
  - You have to present to commission;
  - The defense is governed by chairman;
  - Be correct and punctual when answering the questions!
  - The defense is ceremonial event (appropriate dressing-code!)
  - In final speech, it is relevant to render thanks to supervisor, reviewer, committee, family ...
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# Grading

- The actuality of subject
- The structure,
- The methods and materials applied in thesis,
- The result,
- The formatting
- The performance of student - presentation, answering the questions,
- The opinions of reviewer and supervisor

[Evaluation matrix](#)

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# More information about thesis writing:

- Moodle-course:  
<https://moodle.taltech.ee/course/view.php?id=30706>  
Self registration key: finalthesis
  - Formatting rules, templates, ...  
<https://www.taltech.ee/en/thesis-and-graduation-it>
  - How to organize your thesis (Prof. John W. Chinneck)
  - Scribbr – useful suggestions/hints for writing thesis
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Thank you for attention!

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