

# Master's thesis presentation and evaluation process

## IN THE DEPARTMENT OF ARCHITECTURE

The academic committee of ARTS (TSAK) has made decision to develop the master's thesis submission and evaluation processes with the following changes. Kindly look Master's thesis guide at the main page.

The process in the Department of Architecture described below is developed according to TSAK decision.

**1.**

### **PRESENTATION OF THESIS**

Presentation of the thesis before the final submission is mandatory. The presentation is during the third phase of thesis.

After the presentation student finishes the thesis for the final submission.

Student agrees with the supervisor whether the thesis is ready for presentation at least two weeks before the presentation.

Submission of the material for presentation is done according to supervisor's instructions at least one week before presentation.

The majors organize the presentation session and define responsible persons and the academic staff that will participate the presentation.

In the session, student presents the thesis shortly. The presentation is followed by discussion.

The majors define the length, elements and process of the session.

The supervisor of the thesis is present at the presentation. The supervisor can invite the other examiner to the presentation session.

The presentation of thesis is not included to the evaluation criteria.

**2.**

### **SUBMISSION OF THE FINAL THESIS**

Student must apply for evaluation by submitting the thesis in MyStudies. In order to graduate the student needs to apply for graduation in SISU The instructions for final submission and applying for evaluation and graduation are found at Aalto.fi

The submission date will also be graduation date when all the other studies of the degree are completed and registered at SisU.

Presentation and submission dates are listed under each major

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3.

### EVALUATION OF THE THESIS

The supervisor proposes and majors coordinate the examiners of the theses. The program director nominates the examiners. Each thesis has two examiners. The supervisor is always one of the examiners.

The submitted thesis is given to the examiners for the evaluation.

The examiners evaluate only the finished material submitted by submission date.

The examiners prepare together a written evaluation and propose the grade to be coordinated by the majors. The Programme committee confirms the grades.

The dates of the written evaluation are listed at main page under each major

4.

### FEEDBACK

There is no public event for the evaluation of the thesis.

The supervisor will organize a possibility for a feedback session for the graduates.

The feedback session is optional for students.

5.

### GUIDELINES FOR THE MASTER'S THESES:

Kindly look information under each major and master's thesis guide



