



UNIVERSITY OF VAASA  
Faculty of Technology

**THESIS WRITING GUIDELINE - FACULTY OF  
TECHNOLOGY  
(FOR MASTER OF SCIENCE IN TECHNOLOGY  
DEGREE)**

## **The Use and Purpose of the Guidelines**

At the Faculty of Technology, there are five different guidelines for writing theses: guideline for bachelor's degree in business studies, guideline for bachelor's degree in technology, guideline for master's degree in business studies, guideline for master's degree in technology, and general writing guideline for the Faculty of Technology.

The student is required to use two of these guidelines, 1) general writing guideline for the Faculty of Technology and 2) guideline for appropriate degree.

The purpose of the above guidelines is to ensure that theses at the faculty fulfil the requirements concerning academic writing and layout.

This guideline is for students studying at Faculty of Technology and writing their *master's thesis* for the degree *Master of Science (Technology)*. In addition, students are required to use the general guideline for the Faculty of Technology.

For further information, contact the administrative personnel of the Faculty (head of study affairs or amanuensis).

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## 1. MASTER'S THESIS AND ITS PURPOSE

The master's thesis in technology is a part of the advanced-level studies in the degree Master of Science (Technology). In the thesis, the student is required to demonstrate knowledge of a topic that has professional, academic, economic and societal significance. The student is expected to show proficiency in both scientific methods and academic presentation. In connection to the master's thesis, the student is also required to give a thesis presentation and write a maturity test on the topic of the thesis.

The main goal of the master's thesis is to fill the scientific and quality requirements set for the thesis. In case an outside party is involved, the thesis must also fill the requirements concerning content and timetable as specified in an agreement with that party.

The thesis must show familiarity with previous work in the field and must demonstrate ability to use research methods and academic style. The aim of the master's thesis is to improve the student's ability for independent research work and its practical application as well as to enable the student to apply different research methods both independently and in groups. Furthermore, master's thesis must demonstrate the student's ability to use relevant literature and to present research results as well as show ability for doctoral studies.

The master's thesis is a personal academic work prepared by the student. The student is advised to start preparing the master's thesis in the second year of the higher degree studies. Supervision for the thesis is provided by the appropriate department. The thesis cannot be a group work, but it may form part of a larger project.

## 2. FROM MASTER'S THESIS TO GRADUATION

The master's thesis in technology is an independent academic work that usually includes a practically oriented empirical part.

Students who follow the new degree structure must complete their bachelor degree and possible complementary studies before applying for a subject for the master's thesis. Those following the old degree structure may apply for a subject after completing the technical scientific part of their degree in its entirety (part I of the degree) and attained 140 study weeks in the degree M.Sc. (Technology).

### 2.1. The subject of the thesis

The subject of the thesis is chosen together by the student and a professor of the appropriate field. The subject must belong to an occupational field in the student's field of studies. The subject may be multi-disciplinary (i.e. it may include topics from both major and minor studies) as agreed by the professor. The subject, supervisor and instructor of the thesis are approved by the faculty council, which also appoints the evaluators of the thesis. These must be applied for by a form available at the University of Vaasa website and from the administrative personnel of the Faculty of Technology. The student must request a statement from a professor of the appropriate department and ask the department to propose a supervisor, instructor and evaluators for the thesis. After this, the student must submit the completed application to the administrative services of the faculty no later than two weeks prior to the faculty council meeting.

## 2.2. Credits

The Master's thesis is part of the advanced-level studies and comprises 30 credit points (new degree structure, applicable from academic year 2005-2006) or 20 study weeks (old degree structure, before academic year 2005-2006).

## 2.3. Supervision and instruction of the thesis

The supervisor and instructor of the thesis are assigned by the faculty council. The supervisor is usually a professor in the appropriate field. By proposal of such professor, the supervisor may also be another professor of the faculty, research professor or, in special cases, a docent of the Faculty of Technology. The instructor of the thesis may also act as the supervisor. In some cases, the supervisor may be a person outside the university, for example a company representative who has taken a higher university degree.

The supervisor and the instructor give general guidance during the writing process and more detailed advice when necessary. The supervisor gives feedback about the thesis and may ask the student to report on the progress of the work.

## 2.4. Timetable

The student and supervisor may agree upon the timetable of the thesis. However, the time should not exceed one year. If the thesis is not left for inspection within the set timetable, the student must apply for extension or new subject for the thesis. Extension may be granted for a good cause and must be applied for by a free-form application addressed to the faculty council. The application must state the reasons for the delay and be accompanied by the supervisor's recommendation.

## 2.5. Assessment and approval

The student must contact the supervisor, the instructor and the amanuensis of the faculty for permission to put the thesis in covers.

The thesis is evaluated by two evaluators assigned by the faculty council. At least one of the evaluators must be a professor. The evaluators make a statement about the thesis to the faculty council, which approves and grades the thesis on the grounds of the statement.

The assessment and approval of the thesis must be applied for in writing from the faculty council. Application forms are available at the University of Vaasa website and from the administrative services of the faculty. The application for assessment is to be submitted to the amanuensis no later than 30 days prior to the faculty council meeting at which the thesis is to be assessed and approved.

The thesis must be submitted in 3-4 bound copies: if the student allows his or her work to be made publicly available on the net in Tritonia's electronic database (see below), only three copies are required. If the work is not to be shown publicly, four copies must be submitted.

One copy, together with an abstract *without pagination*, is for the amanuensis of the Faculty of Technology. The other copies are to be submitted to the supervisors, with whom the student should also agree on the date of the written maturity test. Submitted copies are not returned to the student.

The whole thesis and abstract must also be submitted through the library's submission page: <https://www.tritonia.fi/fi/palvelut/opinnayte/index.php>. The faculty council will not approve the thesis until the student has successfully submitted the thesis and the abstract through the submission page.

The evaluation time for master's thesis is 30 days. This means that the thesis has to be left for inspection approximately 5 weeks before the faculty council meeting where the decision concerning approval and grade of the thesis is to be made. When the master's thesis is the last study attainment required for the student's degree, it has to be submitted to the faculty council not later than 10 days before the deadline for applying

for a degree certificate (submission deadline for degree certificate application is 28 days before day of graduation). The student is advised to check the schedule for faculty council meetings when the thesis is left for inspection.

The evaluators must provide their assessment statement on the thesis within 30 days of the date when the thesis was left for inspection in its final form. The student has the right to see the statement and proposed grade before the faculty council meeting. After the faculty council meeting, the student will receive a notification about the grade of the thesis and a copy of the inspection statement by post.

## 2.6. Grading

The grading scale for master's thesis is *sufficient, satisfactory, good, very good, and excellent*. The student may apply to the faculty council in writing for rectification of the evaluation of the master's thesis within 14 days of the day when the grade was released. Anyone who is dissatisfied with the decision concerning a request for rectification may bring the matter to the Degree Committee within 14 days of the date when notice of the decision was served (University of Vaasa Degree Ordinance 14 §, 2005). The student cannot appeal against the Degree Committee's decision concerning rectification (37 §).

## 2.7. Master's thesis seminar and maturity test

In connection to the master's thesis, the student is required to give a seminar presentation (or equivalent) and write a maturity test. The nature of the seminar presentation is determined by the appropriate department. The student and the supervisor agree on the details of the seminar and maturity test.

The student is required to write a maturity test. In the maturity test, the student is expected to demonstrate both proficiency in the appropriate field of study and fluency in the student's native language.

Finnish students write the maturity test in the language in which the student has received elementary education. A completed maturity test in the language of elementary

education gives the student excellent language proficiency in the appropriate language (in compliance with Decree A 481/2003).

In case the student has already completed a maturity test for a bachelor's degree in the same language, the maturity test for the higher degree concerns only content, not language proficiency. In this case, the language of the maturity test is determined by the faculty (see Decree on University Degrees, section 16 subsection 3; or University of Vaasa Degree Ordinance 17§). The same applies in cases where the student has already completed a maturity test for another higher education degree; the maturity test concerns only content.

Students who have completed their elementary education in a language other than Finnish or Swedish or have received elementary education outside Finland are not required to prove their language proficiency in the maturity test. Also in these cases the language of the maturity test is determined by the faculty.

International students who have not received their elementary education in Finnish or Swedish but have obtained sufficient language proficiency in Finnish or Swedish may complete their maturity test in Finnish or Swedish. In this case, language proficiency is assessed according to the criteria used for Finnish students. A successfully completed maturity test gives the student good language proficiency in Finnish or Swedish in compliance with Decree A 481/2003.

The maturity test can be completed on any of the general examination days. Registration must be made with a registration envelope available at the Academic Affairs office. The student may register for the maturity test only after master's thesis has been left for inspection in its final form. The examination date for maturity test must be agreed on with the thesis supervisor and should be at least 7 days after the thesis has been left for inspection. The date of the maturity test is to be agreed on by the student and the supervisor.

In the maturity test, the student is given two or three questions on the subject of the student's master's thesis. The student is required to answer one of the questions by an essay. The essay should be written for a reader that is familiar with the appropriate field but has not studied the specific research topic of the master's thesis. In other words, the

maturity test should comprise an independent text and the student should not assume that the reader is familiar with the master's thesis.

In addition to academic content, the essay must also demonstrate good language proficiency and comprise a logical, well-structured whole. It must present the topic by writing, not by graphical presentations like tables or charts. The essay must also have a heading (otherwise the examiner evaluating the language of the thesis will not be able to see whether the essay really answers the question). The essay must have an introduction and a conclusion. Suggested length of the essay is approximately one examination sheet. It should be written on each line of the paper with empty lines separating between paragraphs.

After the first draft, it is advisable to rewrite the maturity test, with special emphasis on clear handwriting. Words should be clearly separate and the difference between capital and lower case letters should be clearly shown. The essay must show knowledge of the basics of grammar and punctuation. Excessive use of abbreviations should be avoided. Sentences and clauses must be clearly connected, and they should be logical and show variation. Incorrect reference relationships must be avoided. Word order must be unambiguous and fit the structure of the presented information. The essay must be written in a factual style.

The result of the maturity test must be given within 30 days from the date of examination. The grading scale for maturity test is pass/fail (no other grade). In case the maturity test is failed on the basis of its content, the student must meet with the thesis supervisor in order to receive feedback before registering for a retake. If the reason for failing is related to problems in the language, the student must contact the examiner responsible for evaluating the language of the essay.

## 2.8. Publicity

All theses are public documents. According to the Act on the Openness of Government Activities (621/1999), official documents shall be in the public domain, unless specifically otherwise provided by the law. A master's thesis becomes public when it has been officially approved by the faculty.

With commissioned theses, the commissioner may demand that a thesis or parts of it have to remain non-public in order to protect business or professional secrets. In this case, those parts of the work that contain such secrets are not integrated into the master's thesis, but annexed to the thesis as background material. The background material must conform to the general guidelines on writing master's thesis and must be left for inspection at the same time and in as many copies as the master's thesis. The background material is not bound together with the master's thesis but submitted separately with its own title page and titled BACKGROUND MATERIAL. However, general, non-specific information from the background material should be incorporated in the text of the master's thesis whenever possible. The minimum requirements for the master's thesis proper are that it specifies the theoretical framework, research methods, material and its analysis, and has a list of references. It must comprise an independent, readable whole. Background material is evaluated together with the actual master's thesis but is not made public. After the evaluation, the background material is archived and kept in a secure place at the department.

## 2.9. Further Details

For information on layout and other technical details of mater's thesis, see faculty guidelines on writing theses. Further advice is given by the staff of the faculty and departments.

### 3. MASTER'S THESES IN FOREIGN LANGUAGES

The student may write the master's thesis also in languages other than Finnish or Swedish. For practical reasons, this language is usually English as the evaluators of the thesis have to master the language in order to be able to evaluate the academic quality of the thesis. Using a language other than Finnish or Swedish must always be discussed with the thesis supervisor in advance.

Foreign students are advised to consult the thesis supervisor of their department and amanuensis of the faculty about their thesis and maturity test before they start preparing their master's thesis.

The student is personally responsible for expenses resulting from for example use of language consultant etc.

Appendix 1 shows the names of the departments, subjects, study programmes and modules in Swedish, English, German and French.

## 4. THE STRUCTURE OF THE MASTER'S THESIS

Master's thesis can be structured as follows:

Title page

(Foreword)

Table of contents

(Symbols and abbreviations)

Abstract

Introduction

Main body text (methods, discussion, results)

Conclusions

List of references

Appendices

Parts in parentheses are not compulsory.

### 4.1. Title

The title of the master's thesis should be short, clear and expressive of the content (field and orientation). The student may use a subtitle in order to add focus to the title. No abbreviations should be used in the title.

### 4.2. Covers

The master's thesis must be A4 in size and bound in black (marble blue for licentiate theses in technology) hard covers. Lettering on the front cover should appear in the colour Gold and font Palatino, Times New Roman or equivalent:

- MASTER'S THESIS or LICENTIATE THESIS. Centred, bottom margin 200mm (font size 36pt)

- Author's name (bottom right corner with 30-35mm margins from bottom and right, font size 22pt)

Lettering on the spine of the thesis should appear in the colour Gold and font as above:

- Author's name (on the left of the spine with 40mm margin)
- Year of publication (on the right with 30mm margin)

#### 4.3. General notes on printing and editing

The student should pay attention to the printing quality of the master's thesis. The hard copy of the master's thesis should be printed out with a laser printer or equivalent. When attaching images, tables or appendices, care should be taken so that the final thesis is free of smudges and extra marks.

The thesis must be printed, single-sided, on standard A4 paper.

#### 4.4. Title page

The title page must follow the format requirements shown in appendix 2. The title page must state the following:

- University of Vaasa, Faculty of Technology, subject of study
- Author's name
- Title of the thesis (bolded)
- Date of leaving the thesis for inspection. For example: Master's thesis for the degree Master of Science (Technology); left for inspection on 1 Jan. 2005.
- Name of the supervisor
- Name of the instructor
- Title page should not be numbered

#### 4.5. Foreword

The master's thesis may include a foreword (on its own, one-sided page).

#### 4.6. Table of contents

The table of contents must correspond exactly with the headings in the text, and must be prepared according to the formatting instructions given in the Thesis Writing Guideline for the Faculty of Technology. Subheadings are aligned with the *text part* of main headings. Only main headings are written in capital letters (see the table of contents of this guideline).

#### 4.7. Symbols and abbreviations

Symbols and abbreviations must be explained in a list of symbols and abbreviations. All signs, symbols, abbreviations and terms that are not obvious to the reader are listed alphabetically in separate groups: for example Greek and Roman letters in separate lists, followed by a list of terms. List of symbols and abbreviations follows directly after table of contents.

#### 4.8. Abstract

The master's thesis must include a one-page abstract (in Finnish/Swedish and in English, international students only in English). The abstract page is numbered and bound after list of symbols and abbreviations or, in case there is no list of symbols and abbreviations, after table of contents, before introduction. When the thesis is left for inspection, the student must also submit one separate, unnumbered abstract page which is attached to the faculty council's minutes.

The abstract page must state the research problem, material, research methods and major results of the thesis. The abstract should be understandable without having to

consult the thesis itself. In the abstract, the student should use established terminology. References or quotations are not to be used. The title of the master's thesis on the abstract page must be identical with the title on the title page. See examples of abstract in appendix 3.

Fill out ALL parts of the abstract page and take into consideration the margins of the page. The student must give 1-5 keywords. The first keyword should state, as specifically as possible, the field of study. It is followed by the other keywords which further specify the subject of the thesis. You may discuss the keywords with your supervisor, if necessary. Keywords can also be searched from the VESA subject thesaurus of the library of the University of Helsinki.

## 5. EDITING THE MASTER'S THESIS

A master's thesis consists of an introduction, main body text, and a conclusions chapter. The specific content, approach and emphasis of the thesis are chosen by the student and revised according to the supervisor's comments. There are many different ways to prepare a (good) master's thesis on the same topic. The only general rule is that the first chapter of the thesis is an introduction and the last presents the conclusions.

### 5.1. Introduction

The introduction should capture the reader's interest. It gives the background for the choice of topic and presents the goals of the thesis. It limits the topic and gives a general outline of the approach to the research problem. Furthermore, the introduction should place the thesis in context by referring to other previous or contemporary academic studies on the topic. It also outlines the content and structure of the thesis. In case the thesis is a part of a larger project, the introduction must clearly define the author's contribution to the project.

The introduction does not give any details of the theory, methods or results of the thesis.

The length of a typical introduction is 2-3 pages.

### 5.2. Theory and background information

In the chapter after the introduction, the student should give the technical, theoretical and other background information needed in order to understand the solutions and methods used in the later chapters. The theory part should focus only on things that are relevant to the thesis. However, it should not waste time on things that are self-evident to the reader (in other words, there is no need for a textbook-type presentation of the basics in the field). The student's own new methods are not presented in this section but given later in the thesis.

The 'ideal reader' for the thesis could be defined as a person who is a professional in the field but unfamiliar with the particular topic. Thus all terms and symbols are to be explained when they are introduced but not later in the work. If several theories are used, it is advisable to present them in separate chapters.

In addition to theory, the background information may include for example a company's old products, a system that is about to be replaced, important standards, internal policies of a company, and possible other parts of a project (in case the thesis forms part of a larger project). These elements are to be explained in as much detail as is relevant for understanding the solutions in and the overall significance of the thesis. Whether this should be placed in the theory part of the work is case-specific and depends on the amount of background information of the thesis. The background information could also be integrated in the general outline of the thesis or be given in a separate chapter or appendix

### 5.3. Main subject of the thesis

After theory and background information, the student should focus on the main subject of the thesis and apply the theory to a specific research problem. The structure, headings and analysis in this section depend on the subject and on the approach chosen by the student (and approved by the supervisor). There is no one correct way to approach the main subject of the thesis.

In case the thesis includes scientific data (such as measurements etc.), the appropriate study or experiment must be explained in such detail that the reader can understand all steps of the process. Methods must be presented in a manner that enables replication. For example the mathematical leads of new findings must be presented in such detail that the reader does not have to make extensive calculations in order to follow the process. In case of generally known methods, a short description or reference is sufficient. Less known methods, especially those developed by the author of the thesis, are to be described in much more detail. There should always be a clear connection between the theory and the application sections of the thesis.

#### 5.4. Discussion and results

The last section of the main body text (before conclusions) consists of a 'results' chapter or of two separate chapters with headings 'discussion' and 'results'. In 'discussions' the student may make comparisons between theory and (for example) measurement results as well as suggest lines of further research or application. 'Results' chapter should focus primarily on the final results of the study, what the student found out and how it relates to the literature. The results should also be placed in the context of the possible earlier studies on the topic.

#### 5.5. Conclusions

The conclusions chapter briefly summarises the whole thesis from start to finish. Aspects of the work that were discussed in the introduction are revisited in the conclusions chapter in order to find out whether initial plans were followed and initial goals achieved.

At the end of the conclusions chapter, the student may discuss possible future research on the subject. If this requires more extensive discussion, it can be placed in a separate chapter at the end. The conclusions chapter should be no more than 3 pages long and should not introduce any new ideas or include references to source materials.

## APPENDICES

APPENDIX 1. Faculty, Departments, subjects, study programmes in Finnish, Swedish, English, German and French

### **Teknillinen tiedekunta**

- Tekniska fakulteten
  - Faculty of Technology
  - Technische Fakultät
  - Faculté de technologie
- 

### **Matemaattisten tieteiden laitos**

- Institutionen för matematik och statistik
  - Department of Mathematics and Statistics
  - Institut für Mathematik und Statistik
  - Département de mathématiques et statistique
- 

### **Sähkö- ja automaatiotekniikan laitos**

- Institutionen för elektroteknik och automation
  - Department of Electrical Engineering and Automation
  - Institut für Elektrotechnik und Automatisierung
  - Département de génie électrique et d'automation
- 

### **Tietotekniikan laitos**

- Institutionen för datavetenskap
  - Department of Computer Science
  - Institut für Informatik
  - Département d'informatique
- 

### **Tuotannon laitos**

- Institutionen för produktion
- Department of Production
- Institut für Produktion
- Département de production

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**Tekniikan tutkimusinstituutti**

- Forskningsinstitutet för teknik
- Research Institute for Technology
- Forschungsinstitut für Technik
- Institut de technologie

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**Subjects:**
**automaatiotekniikka**

automationsteknik  
 automation technology  
 Automatisierungstechnik  
 génie de l'automatation

**matematiikka**

matematik  
 mathematics  
 Mathematik  
 mathématiques

**sähkötekniikka**

elektroteknik  
 electrical engineering  
 Elektrotechnik  
 génie électrotechnique

**tietojenkäsittelyoppi**

datavetenskap  
 computer science  
 Informatik  
 informatique

**tietotekniikka**

datavetenskap  
 computer science  
 Informatik  
 informatique

**tuotantoautomaatio**

produktionsautomation  
 production automation  
 Produktionsautomatisierung  
 automatisation de la production

**fysiikka**

fysik  
 physics  
 Physik  
 physique

**materiaalitekniikka**

materialteknik  
 materials science  
 Materialtechnik  
 génie des matériaux

**talousmatematiikka**

ekonomisk matematik  
 business mathematics  
 Wirtschaftsmathematik  
 mathématiques économiques

**tietoliikennetekniikka**

telekommunikationsteknik  
 telecommunications engineering  
 Nachrichtentechnik  
 télécommunications

**tilastotiede**

statistik  
 statistics  
 Statistik  
 statistique

**tuotantotalous**

produktionsekonomi  
 industrial management  
 Produktionswirtschaft  
 économie industrielle

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### Study Programmes and Options:

#### **Tietotekniikan koulutusohjelma**

- ohjelmistotekniikka
- tietoliikennetekniikka

#### Utbildningsprogrammet för datateknik

- programmeringsteknik
- telekommunikationsteknik

#### Degree Programme in Information Technology

- Software Engineering
- Telecommunications Engineering

#### Studiengang für Informatik

- Softwaretechnik
- Nachrichtentechnik

#### Programme de formation de l'informatique (TIC)

- génie des logiciels
- télécommunications

#### **Sähkö- ja energiatekniikan koulutusohjelma**

- automaatiotekniikka
- sähkötekniikka

#### Utbildningsprogrammet för elektro- och energiteknik

- automationsteknik
- elektroteknik

#### Degree Programme in Electrical and Energy Engineering

- Automation
- Electrical Engineering

#### Studiengang für Elektro- und Energietechnik

- Automatisierungstechnik
- Elektrotechnik

Programme de formation de génie électrique et énergétique

- génie de l'automatisme
- génie électrotechnique

APPENDIX 2. Title page of a Master's Thesis

**UNIVERSITY OF VAASA**

**FACULTY OF TECHNOLOGY**

**SUBJECT (e.g. ELECTRICAL ENGINEERING)**

Author

**NAME OF THE THESIS**

**(Subtitle)**

Master's thesis for the degree of Master of Science in Technology submitted for inspection, place (e.g. Vaasa), date (e.g. 1 January), year (e.g. 2008).

Supervisor

Name of the Supervisor

Instructor

Name of the Instructor

## APPENDIX 3. Abstract page of a Master's Thesis

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**UNIVERSITY OF VAASA****Faculty of technology****Author:**

First name Last name

**Topic of the Thesis:**

Name of the thesis (subtitle)

**Instructor:**

First name Last name

**Degree:**

Master of Science in Technology

**Department:**(e.g. Department of Electrical Engineering  
and Automation)**Degree Programme:**(e.g. Degree Programme in Electrical and  
Energy Engineering)**Major of Subject:**

(e.g. Electrical Engineering)

**Year of Entering the University:**

20xx

**Year of Completing the Master's Thesis:** 20xx**Pages:** xxx

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**ABSTRACT:**

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**KEYWORDS:**

## APPENDIX 4. Assessment criteria for master's theses and licentiate theses

Grade	General	Theoretical knowledge, literature and sources	Research problem	Research method and empirical part	Text, structure, language and layout	Thesis process
5	Original; shows independent thinking; results are interesting and make a contribution to knowledge of the subject with which it deals	Strong theoretical knowledge; excellent use of source materials; criticism of source materials is well-grounded	Interesting and well-defined research problem; challenging questions; mature research strategy and approach	Methodologically justified; empirically thorough and systematic	Textually fluent and stylistically excellent; technical documentation is excellent; clear and logical structure; layout is flawless	Excellent thesis process; the student is motivated; agreements were kept; the student took responsibility and shows outstanding ability for independent research
4	Original; shows familiarity with and understanding of the subject. Results are interesting.	Strong theoretical knowledge; very good use of source materials; demonstrates the student's familiarity with the subject	Clear and well-grounded research problem; questions are well-formulated; good research strategy and approach	Methodologically correct; empirically correct	Textually fluent; language and layout are flawless; very good technical documentation; clear and logical structure	Excellent thesis process; the student is motivated; agreements were kept; the student took responsibility and shows good ability for independent research
3	No significant flaws in dealing with the subject; study produces clear results	Good theoretical knowledge; no significant flaws in use of source materials	Good research problem; clearly formulated questions; fairly successful solution to research problem	No significant mistakes; empirical part prepared rather well	Textually good; good technical documentation; no serious weaknesses; very few mistakes; layout fairly flawless	Good thesis process; the student is mostly motivated; agreements were mostly kept
2	Inconsistencies or clear mistakes; results are difficult to interpret	Satisfactory theoretical knowledge; use of source materials is rather limited; flaws in criticism of source materials	Not clearly formulated or bears some inconsistencies; goal not quite achieved	Clear methodological and empirical flaws	Textually rather clumsy; incomplete technical documentation; grammatical errors; some weaknesses in structure; layout problems	Flawed thesis process; the student needed extra guidance; occasional lack of motivation and responsibility
1	Confusing and difficult to follow; several inconsistencies and mistakes; results are questionable	Sufficient familiarity with the subject; theoretical knowledge is limited; number of source materials is limited (often mainly Finnish sources)	Wrongly or confusingly formulated; academic approach is lacking; goals not achieved	Methodologically weak; serious empirical flaws	Textually clumsy; technical documentation is weak and unpolished; grammatical errors; flawed structure; weak layout	The student's motivation is rather weak; the student needed extra guidance; lack of responsibility; the process was prolonged