

# Master's Thesis guidelines and procedure

February 17<sup>th</sup> 2023

# Aim of the meeting

- Provide guidelines to students while taking an important decision
- Reply to doubts and queries

# Website links

All important information and procedures can be found in the dedicated page of **dSEA's website**:

ECONOMIA.UNIPD.IT

<https://www.economia.unipd.it/per-laurearsi/home-per-laurearsi>

**Studenti e Laureati>Per laurearsi>Corsi di laurea magistrale**

ECONOMIA.UNIPD.IT/EN

<https://www.economia.unipd.it/en/how-graduate>

**Current Students and Graduates>How to graduate>Master's Degrees**

# Content (general info) 1/2

You are expected to develop

- an **original** document of **roughly 80 pages**,
- in **English** (in Italian only for **MED** students),
- under the supervision of a **professor** (supervisor)

# Content (general info) 2/2

The main features of a thesis are :

- An accurate description of the chosen **theme**
- **Bibliographic** research  
<http://bibliotecadigitale.cab.unipd.it/en/>  
<https://elearning.unipd.it/sba/course/view.php?id=13>
- Critical **review** of relevant literature
- Application of theoretical knowledge and / or **empirical analysis** (e.g. case study, statistical analysis, interviews...)

# Preview the list of topics

- The list of **TOPICS** is available on the website of the dSEA > **Intranet** (<https://www.economia.unipd.it/accesso-alle-aree-riservate>)

since **FEBRUARY 15<sup>th</sup>**, 2023

- **One topic DOES NOT NECESSARILY imply only one dissertation:**  
a single topic can be developed by multiple students.

Every professor has a *given number of students to supervise* depending on

- his/her academic activities
- his/her employment relationship with the University
- his/her Department

# Select the thesis 1/2

➤ **BEFORE** the selection procedure opens

1. Read carefully all the topics

1. Contact the professors (it is *not* mandatory!) in order to make a careful choice

➤ **On MARCH 1<sup>st</sup>, 2023** the selection procedure will open.

# Select the thesis 2/2

- You can select a topic **only** if you have **80 CFU**.
- Note that:
  - You will be required to **rank** your first **3 choices (max)**.
  - For every choice, you must fill in a **brief form** indicating
    - Reasons for choosing the topic (BE SMART!)
    - Career information



# After your selection

➤ After you have done your selection, your first choice supervisor receives an email with your details.

➤ The Professor has **15 days** to:

**APPROVE YOUR REQUEST**

**OR**

**EXPRESS A MOTIVATED REJECTION**

What are the 15 days for?

*Usually (but it is not mandatory) professors use these days for a short selection procedure (e.g. interviews)*

# Can my request be rejected?

In case of:

- The supervisor receiving a number of requests higher than his/her maximum threshold
- Student not meeting minimum skills requirements to elaborate the topic

**The Professor may reject your request**

# In case your first choice is rejected...

The previous procedure will be automatically activated for your **second** (and, eventually, **third**) **choice**

# Formatting your document

- Layout (line spacing, margins, font)
- Declaration of authenticity (Anti-Plagiarism Rules)
- Confidentiality commitment
- Cover page

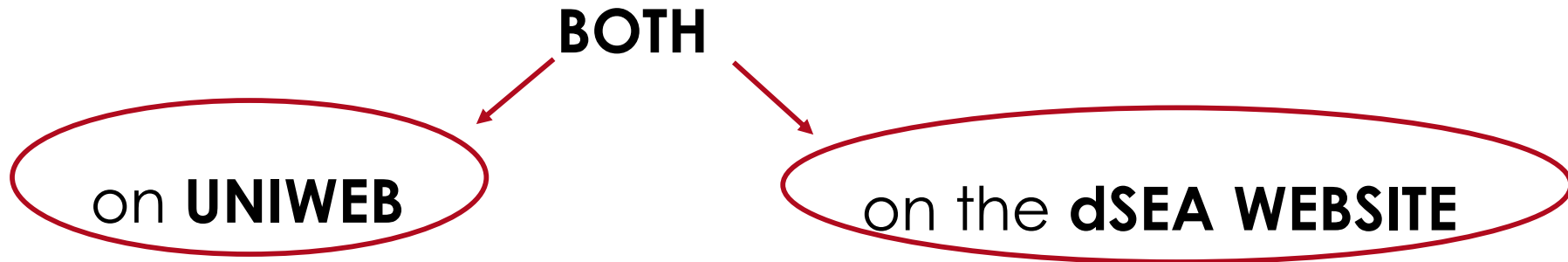
➤ Detailed guidelines are available at:

<https://www.economia.unipd.it/en/How-to-Graduate-Masters-Degrees/Home-How-to-Graduate-Master%E2%80%99s-Degrees>

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# Thesis submission

- The thesis will be submitted **exclusively ONLINE**



- There is **no** need to submit a printed copy

- Detailed guidelines are available at:

<https://www.economia.unipd.it/en/how-graduate>

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# Anti-Plagiarism Rules and Declaration of Authenticity

## Anti-plagiarism rules

With the Anti-Plagiarism rules, the Department of Economics and Management "Marco Fanno" intends to promote and ensure the students' duty to write their thesis in full respect of copyright and intellectual property.

## Declaration of Authenticity

The declaration of authenticity must be inserted in the thesis, after the cover page, on the first page.

<https://www.economia.unipd.it/en/How-to-Graduate-Masters-Degrees/Home-How-to-Graduate-Master%E2%80%99s-Degrees/anti-plagiarism-rules-and-declaration-authenticity>

# Thesis evaluation (/110)

- **1 to 3** points: if the thesis is assessed sufficient (one discussant)
  - **4 to 6** points: if the thesis is assessed good (one discussant)
  - **7 to 9** points: if the thesis is assessed very good (two discussants)
  - **10** points: if the thesis is assessed Excellent (two discussants)
- Warning: two discussants don't trigger automatically a score of 7 points or more
- **cum Laude:** can be awarded only if after the defence the evaluation is **≥ 7 points**
- Warning: a 7 point evaluation doesn't grant a "cum Laude" graduation score
- Rules for determining the final score:

<https://www.economia.unipd.it/en/how-graduate>

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# Application for graduation via Uniweb

- In addition to the previously described procedure, you must fill in an **Application for Graduation** early in the semester in which you intend to graduate.
- Applications for Graduation may be submitted electronically via **Uniweb**.
- Each electronic Application for Graduation will result in a € 16.00 non-refundable charge on your student's bill.
- **Submission deadlines** can be found in:  
[www.economia.unipd.it](http://www.economia.unipd.it)  
> [Studenti e Laureati](#) > [Per laurearsi](#)  
> [Current Students and Graduates](#) > [How to graduate](#)
- **Guidelines:**  
<https://www.unipd.it/manuali-uniweb>



# Save the dates!



**FEBRUARY 15<sup>th</sup>**  
**PREVIEW OF THESIS TOPICS**

**MARCH 1<sup>st</sup>**  
**SELECTION OF TOPICS**

For any further questions  
please write to:

**[didattica.economia@unipd.it](mailto:didattica.economia@unipd.it)**