**Agreement on Master’s Thesis Project between:**

**Student: Supervisor(s):**

Main supervisor

Name: Name:

Student registration

number : Mail address:

Address:

Other supervisors:

Telephone: Name:

Mail address: Mail address:

Degree programme:

Scope of the thesis in ECTS:

Thesis statement:

Working title:

The report is written in: Danish ( Danish as well as English title must be stated on the cover page)

English ( Danish as well as English title must be stated on the cover page)

Physical location of the project:

It is required to include a summary in English regardless of the chosen language.

Resource needs/ financing , see instructions article 1

Agreement on the project finances:

**Specific** timetable and plan of supervision, see

instructions article 2

Date of project start:

Deadline for handing in the thesis:

Project plan:

- Outline of the main phases and deadlines

- Extent and structure of the supervision

The thesis can be published at the libraries and homepages of the departments and the faculty. yes

no

The agreement on publishing has been read and understood, see article 3 yes

The section about patent rights has been read and understood, see article 4 yes

The section about plagiarism has been read and understood, see article 5 yes

**Signatures**

Student:

Main supervisor: Other supervisors:

Head of programme:

The signed contract must be submitted to The Board of Studies of Agricultural Sciences

Approved by the Head of Studies

Date: Signature:

**Guidelines for the MSc thesis contract**

1) Resource needs/financing

The supervisor commits him-/herself to make the facilities and research resources agreed upon in the project

plan available to the project. If completion of the thesis depends on a grant or an agreement with a partner,

it is important to mention this. Please note that you as a student must agree to possible risks and their

potential consequences (for example that partners can give notice to terminate contracts and that the thesis

as a consequence of this has to be redefined).

2) Time frame

The student must begin his/her thesis and submit it within the time frame of the thesis as specified in the

academic regulations for each degree programme. When the thesis contract has been approved and the

deadline for submitting the thesis has been appointed, you can not withdraw from the exam. If the thesis is

not handed in by the appointed time, it counts as an examination attempt. The Board of Studies then

approves a revised project formulation within the same subject area and at the same time appoints a new

deadline of 3 months. If the thesis is not submitted by this deadline, the student may have a third

examination attempt according to the regulations that apply to the second examination attempt.

3) Publication agreement

As regards the **publication of data** obtained during a thesis study, the regulations in force are stipulated in

“The Danish Ministry of Education’s circular No 169 of 16 July 1973 on the use of students’ projects and their

ensuing rights”(”Undervisningsministeriets cirkulære nr. 169 af 16. juli 1973 om anvendelsen af de

studerendes opgaver og deres rettigheder i forbindelse hermed” <http://www.au.dk/da/55-01.htm> (this

circular is not available in English). This means that the student has the right to use and further process

original and processed data after finishing the thesis and that the student must give written consent to

publication of these data. However, there are exceptions regarding copyright as mentioned in article 4.

Yes, data obtained in connection with my thesis may figure in publications, and I approve the conditions below: (student’s signature)

The student is obliged to hand over all original and processed data, including laboratory logs, to the supervisor but is entitled to a copy for his/her own use. The supervisor reserves for him-/herself the right to use these data in the best possible way in collaboration with the student. If the student on signing the thesis contract has accepted that data may be published, and the student achieves results that, in the supervisor’s opinion, are suitable for publishing after further processing and possibly supplemented with further data, a manuscript must be prepared. This takes place in collaboration between the student, the supervisor and other co-authors, if any. The author sequence is agreed upon by the student, the supervisor other co- authors, if any, with reference to the Vancouver Protocol (<http://www.icmje.org/>). If the student’s contribution is modest, his or her data can be published in the name of the supervisor.

Or

No, data obtained in connection with my thesis may not figure in publications. I hand over a copy of my original and processed data, including laboratory logs, to the supervisor after the completion of the thesis.

 (student’s signature)

On signing the thesis contract the student may refuse publication of the thesis data. The main supervisor/project supervisor may in that case revise the suggested thesis project taking this refusal into consideration.

4) Patent rights

The right to the results appearing from a student’s thesis, including any immaterial rights, such as patent

rights and copyrights to computer programs takes as its starting point “The Danish Ministry of Education’s

circular No 169 of 16 July 1973 on the use of students’ projects their ensuing rights”

(”Undervisningsministeriets cirkulære nr. 169 af 16. juli 1973 om anvendelsen af de studerendes opgaver og

deres rettigheder i forbindelse hermed”) <http://www.au.dk/da/55-01.htm>(the circular is not available in

English).

However, there will often be exceptions to this starting point:

I. If the student in connection with his/her thesis takes part in a research project in which external parties participate, the student must renounce his/her right to any patentable results and any copyrights on computer programs before his/her participation in the project begins.

II. If the student makes an invention or gets the copyright on computer programs in connection with the completion of the thesis in collaboration with his/her supervisor, the student must, provided that the University decides to take over the supervisor’s part of the invention, transfer his/her part of the invention to the University in return for becoming covered by Aarhus University’s regulations on compensations under section 12 in Danish Act No. 347 of 2 June 1999.

5) Plagiarism

Plagiarism is using another person’s text as your own without making precise source references. Plagiarism

is considered a very serious offense because it is a theft of another person’s work and because you are

assessed on work that in actual fact is not yours.

You avoid plagiarism by always making a precise source reference when you use other people’s work – this applies to quotations, reproductions, interpretations, translations, figures, illustrations, etc. When you produce a text, it must appear clearly which is the result of your own ideas and which passages are a result of your processing of other people’s knowledge.

You must be aware that it is your responsibility: If you plagiarise, the consequences may be quite serious. The regulations at Aarhus University regarding sanctions in connection with plagiarism can be found on <http://www.au.dk/en/about/administration/index/0governanceadministration/01/au30/>

6) Academic regulations as regards the Master’s thesis project

The Master’s degree programme is concluded with a thesis of 30, 45 or 60 ECTS credits, depending on the

extent to which the student prioritises to plan and carry out his/her own experimental work. The objective

of the thesis is to give the student the possibility of specialising in a particular area and independently

uncover, delimit and study a relevant scientific problem.

*Learning objectives:*

Characteristics of the three thesis types:

 Thesis 30 ECTS credits: Thesis based on literature studies and/or analyses of issued and edited data sets.

 Thesis 45 ECTS credits: Thesis in which the student is responsible for collection and analysis of original unedited data sets. The quality of the data collection, analysis and editing must be included in the overall assessment.

 Thesis 60 ECTS credits: Thesis in which the student is responsible for planning of experiment design and method as well as collection and analysis of original unedited data sets. Quality and independence in design of own experiments, planning of data extraction from original data sources, or development of new theory must be included in the overall assessment. Furthermore, the quality of the data collection, analysis and editing must be included in the overall assessment.

In the assessment of the thesis importance will furthermore be attached to whether the student can:

 Independently uncover and delimit a problem within the chosen area.

 Arrange a relevant project design for analysis of the delimited question.

 Seek and prioritise relevant literature and be critical of different theoretical views and possibly conflicting results.

 Include, discuss and select relevant theories in relation to problems.

 Discuss and be critical of the relevance and quality of the applied literature, the applied theories/models, methods of analysis and possible data, including trial design and statistical methods.

 Carry out an independent and coherent analysis of the chosen problem and summarise the conclusions of the study.

 Communicate in writing and orally the analyses and conclusions of the project, including the problem, choice of method, analysis, discussion, conclusion and putting into perspective, in a clear and relevant way in relation to a defined target group.

*Method of instruction:*

No instruction as such is connected with the thesis work, but the Board of Studies will assign a supervisor to

the student; this supervisor will also act as examiner. A thesis contract must also be drawn up at the time of

assigning a supervisor; this contract must be approved by the Head of Studies.

The thesis contract must include information about:

 The extent of the thesis (30, 45 or 60 ECTS credits)

 Formulation of the project, delimitation of the subject

 Supervision plan

 Thesis language (Danish or English)

 Deadline

The thesis contract is signed by the student and the supervisor and submitted to the Head of Studies for approval. Once the thesis contract has been approved and the deadline for submitting the thesis has been determined, the student cannot withdraw from the exam. If the thesis is not submitted by the determined deadline, it will be considered as a spent examination attempt. The Board of Studies then approves a

changed project formulation within the same subject area and at the same time determines a new deadline of three months. If the thesis is not submitted by this deadline, the student may have a third examination attempt in accordance with the same regulations that apply to the second examination attempt.

*Method of evaluation:*

A combined oral and written exam with the participation of an external examiner. The written part of the

exam consists of a dissertation of 100 pages, written in Danish or English with a summary in English. A

normal page for written submissions is 2400 characters. To calculate normal pages, text is included, but not

the front page, table of contents, bibliography, appendix, figures and models. The dissertation must be

submitted to the supervisor in 4 printed copies.

The oral part is public (exemptions from this cf. the Examination Executive Order, section 19, subsections 2 and 3). The supervisor announces the time and place of the examination in agreement with the student. In the assessment of the thesis dissertation importance will mainly be attached to its scientific content, but the student’s spelling and formulating capacity will also form part of the assessment, irrespective of the

language of the thesis. At the oral exam the student will have 30 minutes in which to present the project. The examiner and the external examiner may then ask the student questions for up to 30 minutes whereupon the grade will be determined and announced.

The thesis dissertation and the oral exam will be assessed jointly, using the Danish 7-point grading scale. The examiner and the external examiner subsequently prepare a written assessment.