Guidelines for the Final Examination - Master's Degrees

Department of Information Engineering and Computer Science - DISI

Definition of terms taken from the Final Examination Regulation (Regolamento di Prova Finale)

- *Graduation Session*: a period of five working days during which the final thesis discussions take place. The period is established by the Board of the Department on a yearly basis.
- *Beginning of the Graduation Session*: the first day of the period set for the final thesis discussions.
- *Proclamation*: on that day the title of “Dottore magistrale - Masterly doctor” is awarded. The Proclamation may be held on the same day of the thesis discussion or on another day.
- *Educational Office* of the Department of Information Engineering and Computer Science, email: edu.disi@unitn.it
- *Student Support Office*: email supportostudentipovo@unitn.it

Section for Students

1. **Supervisor**
   The thesis supervisor should be a faculty member of the Department of Information Engineering and Computer Science or an external professor teaching a course inside the Department in the current or previous academic year.

2. **Structure of the Final Thesis**
   1. The first chapter of the final thesis must contain a summary of a maximum length of 3 pages, introducing the context and motivations, resuming the problem faced by the student, the techniques used for the investigation and the reached outcomes. If the final thesis is developed in collaboration with other students, the personal contribution of the student has to be underlined.
   2. The format of the final thesis must be set as follows:
      a. Paper size: A4
      b. Margins: top and bottom 2 cm, outer edge 1.5 cm, inner edge 2.5 cm
      c. Font of the text: Times New Roman, 11pt
      d. Line-spacing: 1
      e. Length: approximately 70 pages, summary and index included; bibliography excluded.

3. **Topic of the Final Thesis**
   The topic of the final thesis must be different from the topic developed during the project courses.

4. **Internship and Final Thesis**
   1. A connection between the final thesis work and the internship is welcomed, however the commitment of the student must be congruent with the number of credits (CFU) recognized for the two activities. In the supervisor's report, the connection between the final thesis and the internship has to be clearly mentioned.
   2. The Commission will evaluate the work of the candidate on the basis of the contents of the final thesis, regardless of copyrighted materials, patents, non-disclosure agreement and any other possible limitation on the publication of the results.

5. **Final Examination registration**
   In order to register to the final examination the student will have to:
   - earn all the credits needed for graduation, according to the Final Exam Regulation of the Master's Degree (Regolamento di Prova Finale e Conferimento del Titolo della Laurea Magistrale) and ensure that all the credits are registered in esse3;
- register to the final examination at least 5 weeks before the beginning of the graduation session, by following the procedure described in the following web page: 
  http://offertaformativa.unitn.it/en/lm/computer-science/graduation for the Master’s Degree in Computer Science;  
  http://offertaformativa.unitn.it/en/lm/telecommunications-engineering/graduation for the Master’s Degree in Telecommunication Engineering;  

6. Consignment of the Final Thesis
A week before the discussion, the student must produce a copy of the final thesis according to the procedure defined by the Student Support Office (Ufficio Gestione Studenti Polo Collina) in the above mentioned web pages.

7. Final Examination
1. It consists of an oral presentation of the final thesis with multimedia support, followed by questions and discussion (15 minutes for presentation and 5 minutes for questions).
2. The student shall present himself/herself on the day, time and at the place published on the website of the Department. In case of absence of the student, he/she will have to register to another graduation session.
3. The multimedia presentation must be uploaded prior to the session by asking the ICT Services in Povo for the laptop used during the thesis discussions. If the candidate cannot upload the presentation because particular software are needed, he/she must ask the Educational Office the authorization to use his/her personal laptop at least 3 days before the beginning of the final examination session.

8. Final grade calculation
   a. First the weighted average of the grades achieved, expressed on a 30-point grading scale is calculated. In the weighted average calculation the “30 cum laude” grade is considered as 31/30;
   b. The weighted average is multiplied by a factor of 11/3 and converted into a 110-point scale;
   c. Possible extra points can be added to the conversion result:
      i. a maximum of 8 points according to the following formula
         • (((final-examination-grade-18)/12)*6 + ((weighted-average-18))/12)*2 (for Computer Science)
         • (((final-examination-grade-18)/12)*5+((weighted-average-18))/12)*2 (for Information and Communications Engineering / Telecommunications).
      ii. an extra point is assigned if the graduation takes place within December of the second academic year of the programme. Periods spent abroad for international mobility programmes with at least 18 credits earned for semester, are deducted from the study duration calculation.

2. Cum laude awarding
The maximal praise “cum laude” is awarded only if the final grade is equivalent to or higher than 111 points, without any rounding (For example: overall final grade equal to 110,99 – the “cum laude” is NOT awarded).

   This document is a courtesy translation from Italian into English. In case of any inconsistency between the two versions, the Italian original version shall prevail.