



# Degree Project Course

**BSc of Engineering, Bachelor Degree, year 3**

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# Prerequisites

To start the degree project course:

Must have at least 120 credits completed courses

This requirement is checked by the administration before the student is registered for the degree project course and can start the course.

*"Exceptions permission"* – *only* if the student gets the credits in the beginning of the course & *before* registration



# Degree Project course

Starts three times per year:

Period 3 (Jan) – over two periods

Period 4 (Mars/April) – over one period

Period 1 (Sept) – over one period

-> Start the degree project = start finding a project  
2-3 months before the course begins

\* Write a project proposal, which is a memorandum for the project.  
Hand in last version – not later than 3 weeks – before period starts



# Repeat: Before course starts (P3 Jan / P4 Mars)

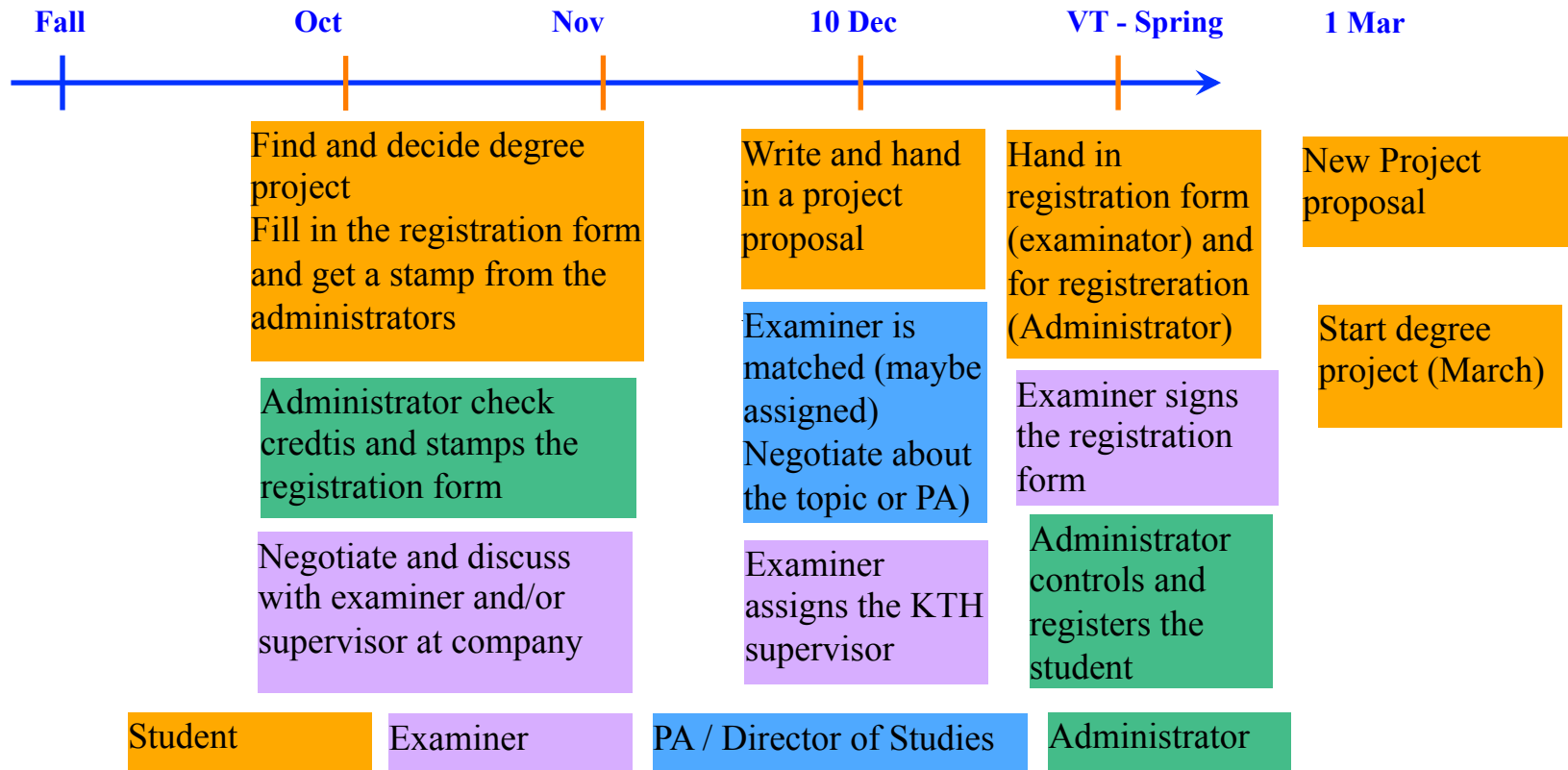


Figure. Start-up phase for degree project, Fall - Spring.



## @ICT- skolan

Task order:

Find a degree project

Registration form

Write a project description (project proposal)

– Negotiate! AND/ OR – Hand it in – in Bilda!

*@another KTH-school* – talk to them – follow their routines!

May have a start early in January, at a certain date with a certain task!



## @ICT-school

# How to get the registration form approved?

Fetch the registration form via:

<https://intra.kth.se/administration/blanketter/utbildning>

**Ansökan om examensarbete/*Application for degree project***

Fill it in the form

Take the registration form to the Student expeditionen, student counsellors

Get a stamp!

*Then :*

Upload a copy of the registration form in Bilda system

& Give it to the examiner for additional information and a signature



BLANKETT

Dnr

Blankettkod:

Reviderad datum

UT-EXAR

2016-11-14

Ansvarig avdelning

UF/PLU

## ANSÖKAN OM EXAMENSARBETE, DEL 1/APPLICATION FOR DEGREE PROJECT, PART 1

Fylls i av studenten/*To be filled in by the student*

Förnamn/ <i>First name</i>	Datum/ <i>Date</i>
Efternamn/ <i>Surname</i>	Personnummer/ <i>Civic registration number</i>
E-postadress/ <i>E-mail</i>	
Program vid KTH/ <i>Programme at KTH</i>	
Planerad start för examensarbete/ <i>Degree project is planned to start</i>	
<input type="checkbox"/> Jag godkänner publicering via DiVA/ <i>I accept publication via DiVA</i>	
<input type="checkbox"/> Jag godkänner inte publicering via DiVA/ <i>I do not accept publication via DiVA</i>	
Signatur student/ <i>Signature student</i>	

Stamp  
&  
Signature



## Grades: P/F – ECTS A-F

Degrees with P/F or A-F:

Students that begin their education ***before 2015-07-01*** have the ***right to choose*** grade A-F

Choice of course code is decided when the course is about to be registered.

Cannot regret the choice later and choose another grade, like P/F later!





## ***Find degree projects/-thesis projects***

Find information on Web sites, Degree project bachelor level (KTH, ICT KTH, External, Abroad)

Intranet for ICT, KTH students:

KTH Social Group web:

<https://www.kth.se/social/group/ict-degree-project-b//>

[I Bilda](#) -> that will become Canvas:

Examensarbete / Degree projects, ICT-skolan/ ICT-School 2017



Group

ICT DEGREE PROJECT,  
BACHELOR  
(EXAMENSARBETE,  
KANDIDAT-NIVÅ)

**Overview**

News feed

Calendar

General ▲

Recorded Lectures

Funding from KTH  
Opportunities Fund

Course Codes Bachelor degree  
projects, First Cycle

Forms: Application form,  
Project Proposal, Thesis,  
Opposition

Group wiki

KTH / GROUP WEB / ICT DEGREE PROJECT, BACHELOR  
(EXAMENSARBETE, KANDIDAT-NIVÅ)

# ICT Degree project, Bachelor (Examensarbete, kandidat-nivå)

## Instructions for Degree project (Bachelor)

**Degree project for bachelor, first cycle 15 credit points  
(Examensarbete för kandidat-examensarbete, grundnivå,  
15 hp)**

*Lecture, Degree Project Fair 2016 (Föreläsning, Exjobbsmässan 2016)*

[Lecture Degree Project, Introduction lecture from Fair 12/10 2016 \(Eng\)  
\(TCOMK\)](#)

[Föreläsning Exjobbsmässa, Introduktion 12/10 2016 \(Swe\)](#)

*New lectures for Bachelor students will be given during January 2017*

*This information is for students that will take the degree project course,  
Spring 2016*

[Examensarbete Introduktion 2016 \(Swe\)](#)

### Latest administrator posts

*Not in the last 3 months.*

▶ [Read entire news feed](#)

*No activity in the past month  
to [News feed](#) to see older a*



# Apply for grants for student initiatives

KTH / GROUP WEB / ICT DEGREE PROJECT, BACHELOR (EXAMENSARBETE, KANDIDAT-NIVÅ) / FUNDING FROM KTH OPPORTUNITIES FUND

↕ ↗ Min/Max

## Funding from KTH Opportunities Fund

Edit

More ▾

### Apply for grants from KTH Opportunities Fund

All students and young researchers at KTH can apply for grants from KTH Opportunities Fund.

Money will be awarded twice a year to student initiatives and research projects that contribute to improving quality in education and enriching their studies.

[Apply here >> Finding funds](#)



## Working phase and Supervision

Over two periods (part-time studies)

Over one period (full-time studies)

- Must harmonize with supervision

w 1 = first week in the period – when starts (*not* calendar week)



## Student activities / seminars

w 0 – *Manage registration (fill-in, Signature, hand in)*

w 2 – Summary, Abstract, Outline, Table of contents

w 5 – Introduction

w 8 – **Proposal seminar**

w 14 – Main part of the thesis

w 16 – Conclusions, Discussion and Future work

w 18 – **Preliminary thesis**

w 19 – Thesis to the opponent(s)

w 20 – Presentation seminar/ Opposition seminar

w 21 – Final thesis, as well as assessment template are handed in



# Work Phase (Part-time), 20 weeks course

(number of weeks, not calendar weeks)

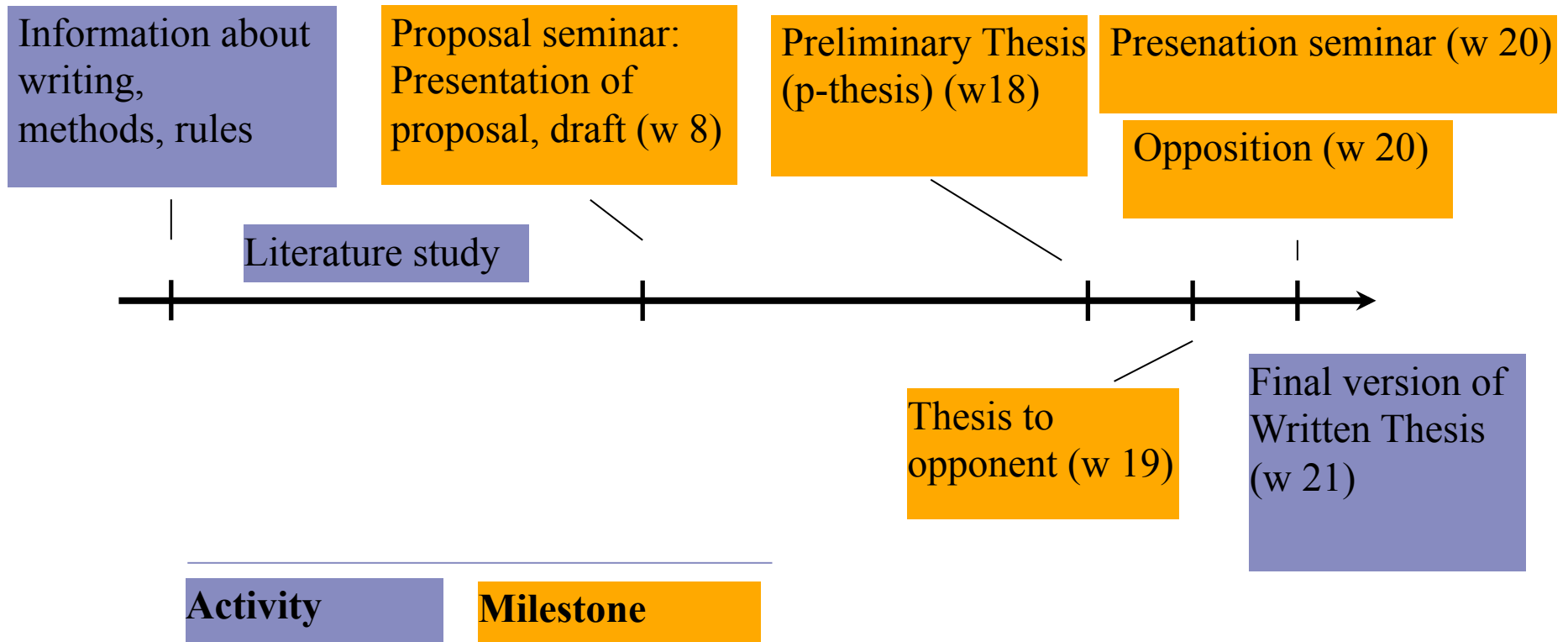
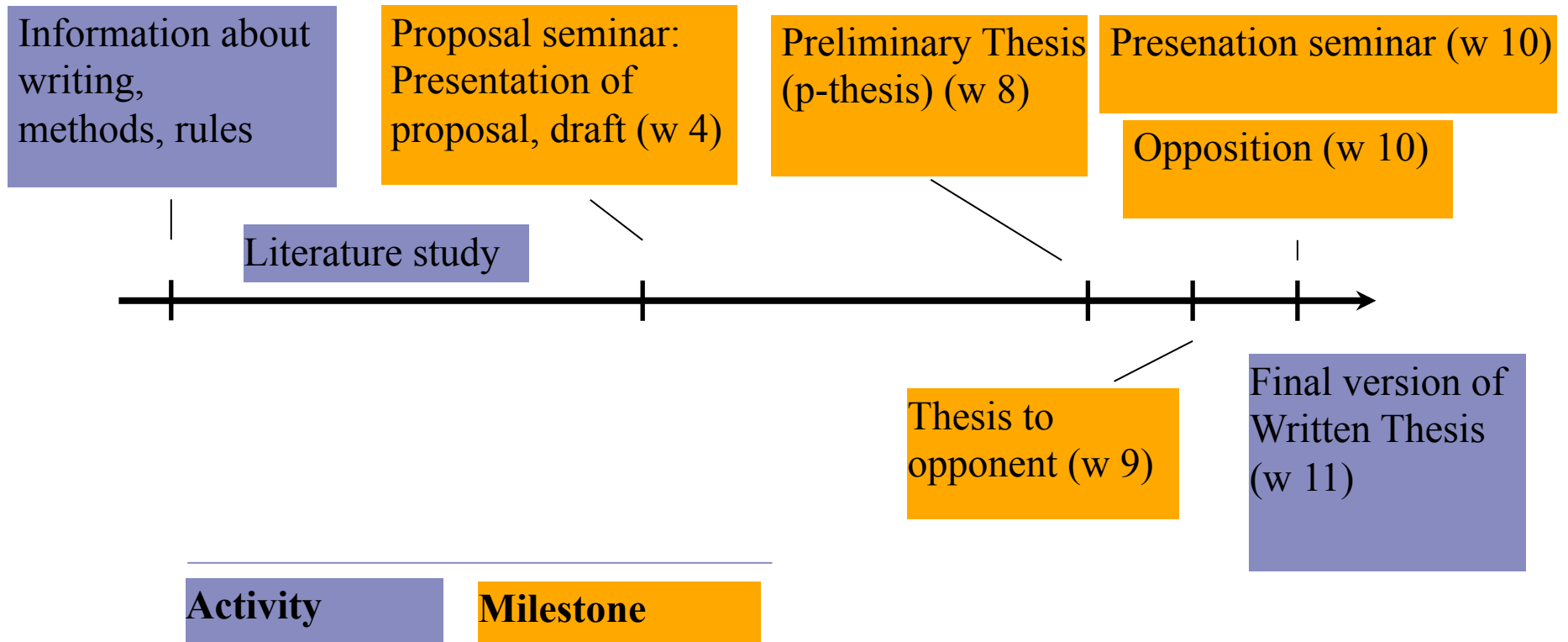


Figure. Activities and milestones of degree project



# Work Phase (Full-time) 10 weeks course





## Activities

### **Information: writing, methods, rules**

*Answers: How to write a thesis, How to choose methods for conducting the degree project, and Which rules govern the conducting of a degree project and so on.*

### **Literature study**

Essential for all degree projects and will identify required background and related work. The literature study shall be carried out in the beginning of the degree project and shall be continued throughout the course.

### **Written thesis**

The written thesis is the degree project most important part. It is a third of the grade of the degree projects and is a tool for judging the process.





## Milestones

### **Proposal seminar and draft of the thesis (4th / 8th week)**

A first draft of the thesis is to be delivered to the examiner.

The draft *shall* include the result of the literature study and an outline of the entire thesis.

### **Preliminary thesis (8th / 18th week)**

The preliminary thesis is meant to be the complete thesis! It excludes comments from the examiner, and the opponent(s).

The preliminary thesis shall be delivered to the examiner *before* week 8 (part-time) or week 18 (full-time) ends.



## Milestones

### Thesis to Opponent.

When *no major* revisions of the written thesis are required, the preliminary thesis is given to the opponent.

***The examiner decides whether or not presentation of the thesis can be done.***

### Final Thesis.

The final thesis shall be handed in, at the very latest, 1 week after the degree project has been presented (that is, 11 weeks or 21 weeks). The last thesis shall address the revisions that are required by the examiner and the opponent.

Also, a short summary of how the comments, from examiner and opponent, have been addressed in the thesis shall be provided.



## Milestones Opposition (Collaboration = Cheating)

*Every student* shall carry out an opposition on another student's degree project. *Reasons:*

- Feedback from the opponent will improve the thesis.
- The opponent must show that he/she is able to *reflect on, evaluate, and critically review* the work of another student.

The opponent shall write an *individual opposition report* that evaluates and critically reviews the preliminary thesis and suggests improvements (language, structure, content, and so on).

The report *must be submitted* to the student(s), own examiner, as well as, the examiner of the opposed degree project, at least, one day before the seminar (for grading).



## Milestones Presentation seminar

### Oral presentation.

The student contacts the examiner, sufficiently early, so that the time for the presentation can be *agreed* between *student(s)*, *examiner*, and *opponent and the opponent's examiner*.

*The opponent shall have 8 days for reviewing the material.* The student's examiner announces, well in advance of the seminar, the date and place together with a short abstract.

Note: The oral and written presentation of the thesis can only contain materials that can be made public, i.e., in the same way as for the written thesis.



# Milestones Presentation seminar

**45 minutes:**

- 1) 20 minutes presentation
- 2) 15 minutes opposition (if 2 opponents - split the time between the opponents. Do not repeat each others comments.)
- 3) 5-10 minutes for active listeners/ public. At least one question per active listeners

**Use time wisely!**



## 2 seminars - active listeners

Decide to become active listeners

Contact the student's examiner and ask for participation

Ask the student(s) for a copy of the thesis

Read the thesis

Ask – at least – well-founded one question

Seminars - *Not Count* as active listeners seminars:

1) Own presentation seminar

2) Own opposition seminar

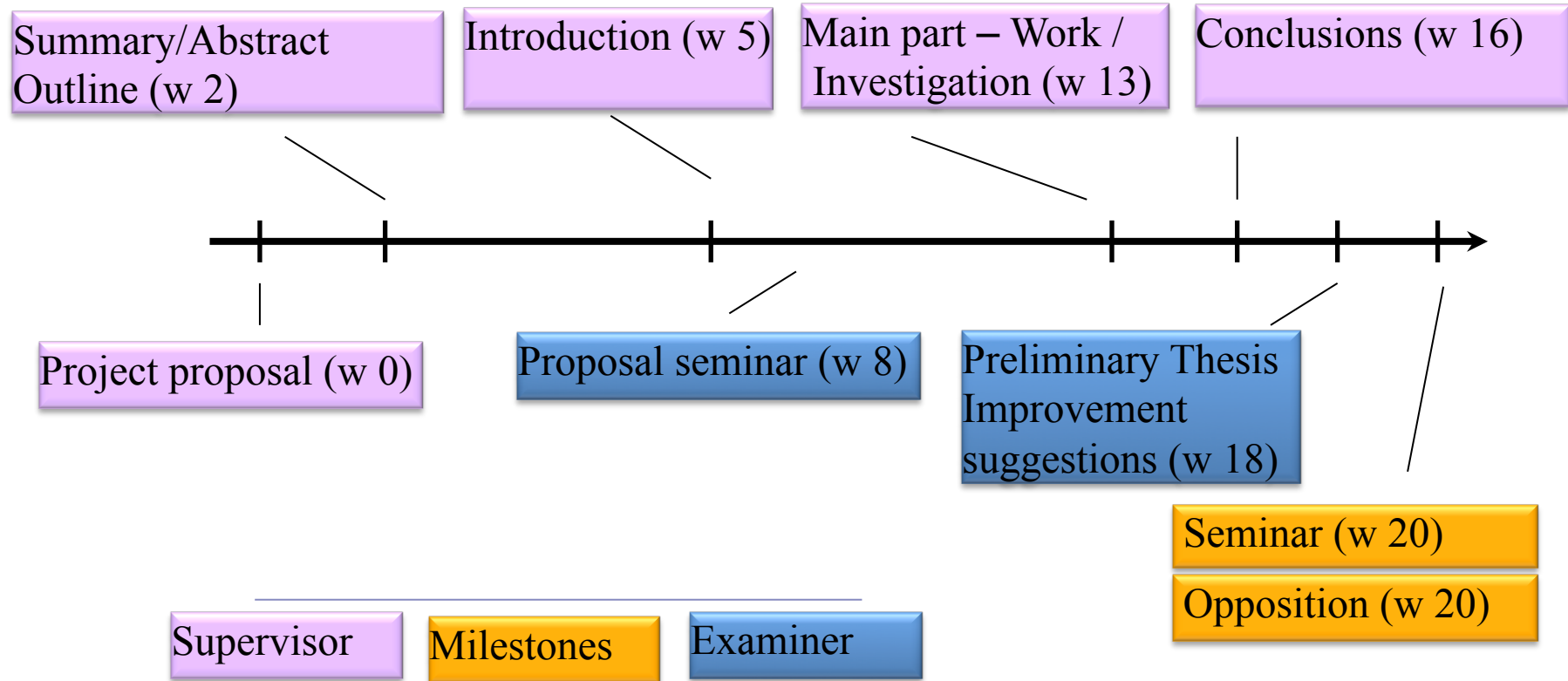


# Checkpoints / Seminars with supervisors – examiners, proposal

Several checkpoints and compulsory seminars for bachelor thesis:

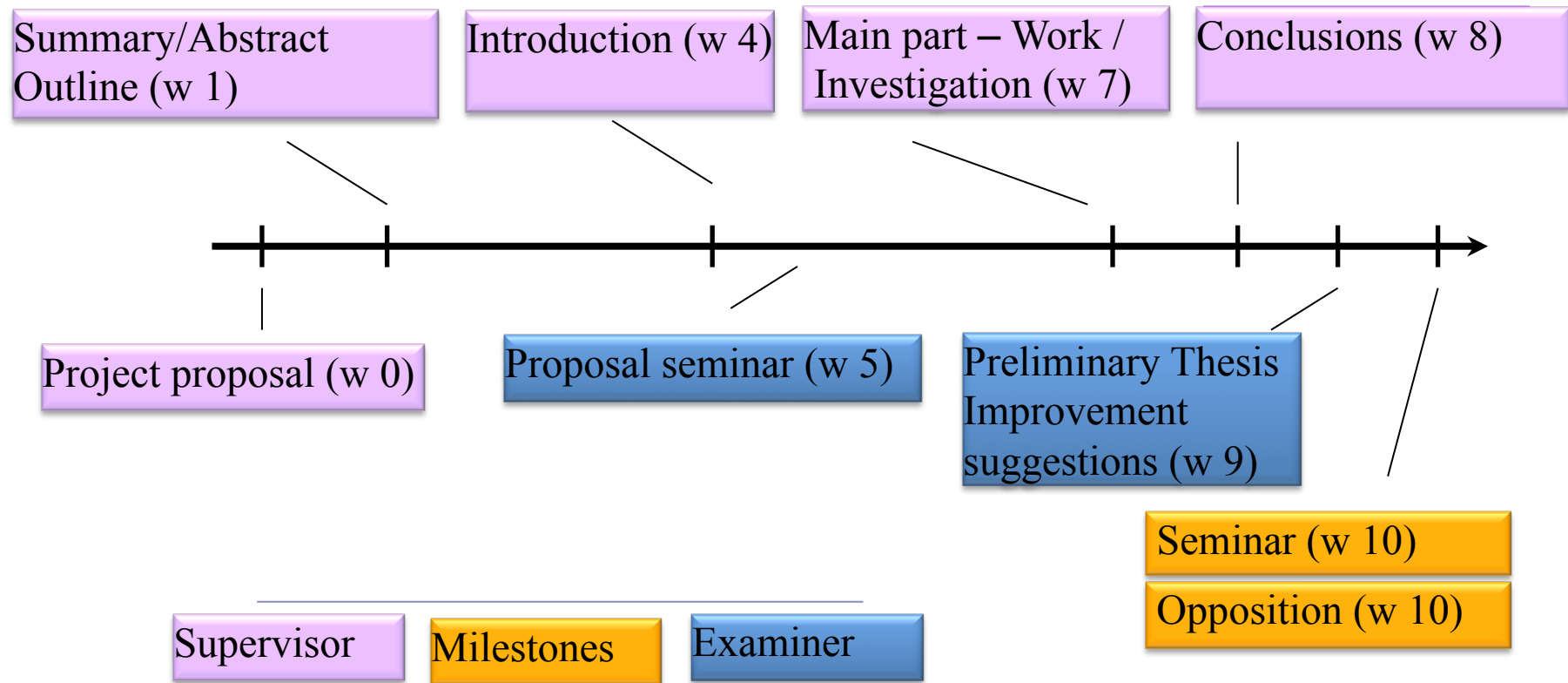
- Summary, Abstract, and Outline /Table of contents
- Introduction
- Main thesis
- Conclusions, Discussion and Future work
- **Presentation seminar**
- **Opposition seminar**

# Supervision, 20 weeks (part-time)





# Supervision, 10 weeks (full-time)





## **Supervisor**

-

## **Examiner**

**v 2 – Summary, Abstract, Outline /  
Table of Contents**

**v 8 – Introduction**

**v 14 – Main part of the thesis**

**v 16 – Conclusions, Discussion and  
future work**

**v 20 – Presentation seminar/  
Opposition seminar**

**v 8 – Proposal seminar**

**v 18 – Preliminary thesis**

**v 20 – Presentation seminar/  
Opposition seminar**



## ***Supervision***

**Summary / Abstract and Outline.** An Abstract (eng) and a Summary (eng) of the whole thesis as well as an overall outline of the entire thesis.

**Introduction.** Introduction contains introduction to the subject area, background to the problem area, the problem and problem statement, purpose with the thesis and maybe purpose with work/project, method for thesis and delimitation of the degree project, as well as outline.



## ***Supervision***

**Main part – degree project.** Main part with several chapters explaining the degree projects mainly work including results. The description is commonly a technical work that has been developed or an investigation of a problem area that provides guidelines or similar.

**Conclusions, discussion and future work.** A concluding part, which describes conclusions, discusses about problems/issues with the degree project and provides future work for the degree project.

**Preliminary Thesis.** A thesis that has been submitted to the examiner and handed over to the opponent before presentation and opposition seminar and that may, most certainly, be improved before last submission of the thesis.



## Alterations in process

The degree project shall follow the guidelines *closely* as well as the dates for the milestones.

If there is a *need to deviate* from the original plan, then the student must request approval from the examiner (and supervisor, if applicable) well before modifying the original plan.

**Any unplanned and non-negotiated deviation reduces the grade. Also, the examiner and supervisor are only available during the course!**



## Tips

### **Regular meetings.**

It is recommended to have regular meetings between examiner, supervisor, and student.

Discuss the progress of the thesis and, possibly, refine the plan for the remainder of the degree project.

### **Writing process.**

The approach to writing consists in continuously developing, refining, and extending the written material. It is important to continuously work on the written thesis. Any intermediate result of the degree project should be put in the draft so that nothing is lost.



## **Assessment template – Goals for degree projects**

An assessment with description of how goals have been achieved shall be handed in – not later than – the last version of the thesis.

Together with the assessment, hand in a description of the changes that have been made after the comments from the examiner and the opponent.



**W11 – w 21**

**Final version of the thesis &  
Opposition report**

**-> TurnItIn / URKUND**





# Lectures in Swedish

English will be provided during the spring 2017

## ***“Formalia-struktur Onsd 28jan A”***

<https://www.youtube.com/watch?v=aKcDEF-LdNM&index=4&list=PLVfhkUBOclBFaUb0z1owZCVcHgO4JY8CW>

## ***”Språk Onsd 28jan B”***

<https://www.youtube.com/watch?v=jR-c64jdyNs&list=PLVfhkUBOclBFaUb0z1owZCVcHgO4JY8CW&index=3>

## ***”Formalia-struktur II Onsd 04feb A”***

<https://www.youtube.com/watch?v=Fup5a0KyIF4&index=2&list=PLVfhkUBOclBFaUb0z1owZCVcHgO4JY8CW>

## ***”Referenser (inkl syfte och mål, metod) Onsd 04feb B”***

[https://www.youtube.com/watch?v=Hw2Fy3P\\_Jdo&index=1&list=PLVfhkUBOclBFaUb0z1owZCVcHgO4JY8CW](https://www.youtube.com/watch?v=Hw2Fy3P_Jdo&index=1&list=PLVfhkUBOclBFaUb0z1owZCVcHgO4JY8CW)



# Lectures

2017

Spring – 3 Lectures– ADA, 4<sup>th</sup> floor, A-elevator!

Tuesdays:

31/1 10-12

7/2 10 - 12

14/2 10 - 12

Miscellaneous topics:

Research question, Problem / Problem statement, Conclusions

Contents

Writing hints



# Abstract

Short, concise and readable summary of the thesis:

- Mention the research/working area (2-3 sentences)
- Problems (addressed and solved in the thesis)
- Mention the Study /Developed artefact
- Summarise the major results
- Provide major implication of your work

\* 2 versions: In English and Swedish

NOTE– not Google translate!



# Abstract

Length should be ~ 1-2 paragraphs, approx. 150-200 words.

No citations.

Title should not be repeated.

Be explicit.

Answers the questions:

- In which area did you work? What did you do?
- Which question are you answering? Why did you do it?
- What are the results? What did you learn?
- What are the implications? Why does it matter



# Summary

Summarizing the whole thesis

- Short description of research/working area
- Problems (addressed and solved in the thesis)
- Study /Develop artefact
- Summary of the major results
- Major implication of your work

In a more detailed form than abstract



# Summary

Length should be max one A4 page, approx. 400 words.

Citations can be used but sparsely

Information in title should not be repeated.

Be explicit.

Answers the questions:

- In which area did you work? What did you do?
- Which question are you answering? Why did you do it?
- How did you do it? How did you make it happen?
- What are the results? What did you learn?
- What are the implications? Why does it matter?



# Outline / Table of Contents

## Outline:

- Describe sections in the thesis
- One section at the time: Chapter 2 presents..., Chapter 3 gives..., Chapter 4 describes...

### ***NOT:***

- Introduction chapter
- Reference chapter
- Appendices

## Table of Contents

- Structure of the thesis
- List headings and subheading (with page numbers)



# Questions

