



VILNIUS UNIVERSITY
INSTITUTE OF COMPUTER SCIENCE
SOFTWARE ENGINEERING DEPARTMENT

PROVISIONS FOR PREPARING SOFTWARE ENGINEERING MASTER'S THESIS

A **master's thesis** is an analytical work based on independent scientific or applied research. In the final work the MS student must show his / her ability not only to analyze the chosen topic, evaluate other people's previous work in the respective field, successfully conduct research in that field, but also to clearly and reasonably formulate research conclusions, describe the research work according to university requirements¹.

I Semester

1. The Department of Software Engineering (hereinafter - the Department) publishes the list of proposed master's thesis topics by September 30.
2. First-year students choose a topic of interest from a published list and ask the professor proposed the topic for an agreement to supervise his or her master's thesis project. Upon receipt of a written agreement from the professor, the application must be delivered to the department by October 31.
3. The master's student can choose other topic, not from the Department's proposed list and supervisor can be not from the Department either. Such applications are considered separately, and a second supervisor can be assigned from the Department staff.
4. For master's students who do not choose the topic of the master's thesis, do not obtain the consent of the professor or do not submit the application to the department by the deadline specified in paragraph 2, the supervisor shall be appointed by the department. The graduate student coordinates the topic of the work with the supervisor assigned to him / her.
5. The department approves the topics and supervisors for the master's students by November 5, and appoints the reviewers by December 10.

¹Excerpt adopted from the Ordinance of the LR Minister of Education and Science 2005. July 22. Nr. ISAK-1551.

6. During the first semester, with the help of supervisors, the students must refine the topic of their thesis, justify its relevance and novelty, formulate the aim, objectives and expected results of the thesis.
7. Students must prepare a 3-5 page report, stating the title of the refined topic, its relevance and novelty, the aim of the work, objectives and expected results. The work signed by the supervisor (or both supervisors, see paragraph 3) must be delivered to the Department by December 22th. Additionally, the report must be sent by an email to the reviewer and the supervisor in a single message.
8. Graduates who do not deliver their work for the first semester to the department by the deadline specified in paragraph 7 gets an academic debt.
9. Reviewers review and evaluate master's theses until the announced thesis plan defense date.
10. The students defend the prepared thesis plans (approved by the supervisors and evaluated by the reviewers) on a specified date in the department's committee by making a 10 minute presentation. Date of defense is not before December 23 and not later than January 10.
11. Students failed to defend their thesis plans get academic debt.
12. The credits for the thesis plans completed and defended in the first semester are signed by the head of the department.
13. The academic debts can be resolved in accordance with the procedures and terms established by the Faculty of Mathematics and Informatics (MIF), by submitting new or revised thesis plan signed by the supervisor to the department and the reviewer and defending them again in the department committee.

II Semester

14. During the second semester, the students must prepare a review of the literature on the chosen topic of the master's thesis. The volume of the work must be at least 20 pages, and the number of examined sources - not less than 15.
15. Students deliver the second semester results signed by the supervisors to the department by June 20. Additionally, the work must be sent via email to the reviewer and supervisor in a single message.
16. The results prepared during the semester are defended in the Department's committee. Date of defense - no later than June 30.
17. The academic debts can be resolved in accordance with the procedures and terms established by the Faculty of Mathematics and Informatics (MIF), by submitting revised results signed by the

supervisor to the department and the reviewer and defending them again in the department committee.

III Semester

18. MS students must receive the principal decisions of the master's thesis during the third semester. The thesis prepared in this semester must be at least 20 pages long.
19. The students present the results signed by the supervisors to the department by January 15. Additionally, the work must be send by email to the reviewer and supervisor in a single message. If the results are not delivered on time, the student gets an academic debt.
20. Reviewers review and evaluate the principal results by January 22nd.
21. If the results were approved by the supervisors and evaluated by reviewers, a student defend its results in the department's committee by making a 10 minute presentation. Date of the defense - no later than January 25.
22. The committee of the department evaluates the principal results and presentations with a grade. Students failing to defend their results get an academic debt.
23. The academic debts can be resolved in accordance with the procedures and terms established by the Faculty of Mathematics and Informatics (MIF), by submitting revised principal results signed by the supervisor to the department and the reviewer and defending them again in the department committee.

IV Semester

24. During the fourth semester, the MS students complete the preparation and presentation of the final master's thesis.
25. The final master's thesis must be at least 40 pages, excluding appendices. Literature review is an integral part of the thesis.
26. Master's theses must be submitted to the department by May 15. Additionally, the thesis must be sent by email to the reviewer and the supervisor in a single message. If the thesis is not submitted on time, the student will be able to defend the final thesis in the defense committee next year.
27. The reviewers evaluate the master's theses before the date of defense in the committee. The defense shall be convened no later than 22 May.
28. The MS students present the thesis approved by the supervisors and evaluated by the reviewers in the department's defense committee by making a 10 minute presentation.

29. The head of the department signs the defended and positively evaluated master's thesis and recommends to be defended in the master's thesis defense committee formed by a MIF Dean's order.
30. Master's theses not signed by the head of the department may not be defended in the Master's Thesis Defense Committee.

Extended Studies

31. In the case of extended studies, the task of the first, second, third and fourth semesters are carried out correspondingly in III, IV, V, and VI semesters.