

Assessment guidelines for Master's Theses (30 credits) at ILOS

1 General

All members of the examination commission are considered examiners. There is always one internal and one external member. External examiners have a particular responsibility to avoid "local" grading of the thesis. The supervisor is not part of the examination commission.

2 Grading

The external and the internal examiner read and consider the thesis separately. The commission must discuss their evaluations and should, through conversation, reach an agreement on the grade for the thesis. The grade must be registered in Inspira. When the grade is registered, the commission gives notice about this to the exam administrator.

The commission writes an explanation of the grade. This is written by the external examiner in a given template and is approved by the internal examiner before it is e-mailed to the exam administrator. The explanation should be no less than one A4 page.

The grading deadline is 8 weeks after the thesis has been submitted. The grade must be registered in Inspira and the written explanation must be sent to the exam administrator no later than the deadline.

3 Assessment criteria

The assessment of the thesis is based on the general, qualitative description of the evaluation criteria. You should also have a look at "Course content" and "Learning outcomes" in the course description for specific academic requirements. The grade should reflect how well the candidate has achieved the learning outcomes.

The following points carry weight in grading:

- The subject and research questions
- The thesis focus on the subject and questions
- Level of reflection regarding use of theory and methods
- Ability to apply the theory and methods
- Relationship to other literature and previous research in the area
- Citations and bibliography
- Use of other materials: selection, acquisition, arrangement, analysis
- Structure of the thesis
- Language skills
- Originality (new materials, new problems, new knowledge, new hypotheses)
- Level of independence
- Thoroughness
- Pointing out possible continuation of the work

How much weight each point carries, is decided at the commission's discretion. The main criterion is the overall impression that the thesis gives.

4 Length

The approximate number of pages in a 30-credit thesis is 30–50 standard pages. If the number of pages is significantly higher or lower, it is up to the commission to assess whether this has affected the quality of the thesis.

5 Suspicion of cheating

No grading is to be done if there is any suspicion of cheating. Contact the exam administrator immediately and he/she will do a plagiarism check and ensure the further proceedings.

6 Extraordinary circumstances

If the commission is unable to reach an agreement on the grade, the exam administrator is contacted. He/she will then call in a third reader (called “oppmann”) to negotiate between the two examiners and hopefully reach an agreement. If this is not possible, the third examiner will make the final decision.