

Dear Msc Thesis student and advisor(s),

The **kickoff meeting** for the MSc thesis was organized for (1) redirecting and (2) restricting the thesis topic as well as for (3) engaging the participants to the present thesis project (assumed to last about six months). The **information package** below has been collected to address (a) some fundamentals and (b) some practicalities from the perspective of Aalto University School of Engineering (Aalto ENG) and the professorship of Computational Structural Engineering.

### Guidelines for Master's Theses

An official **Master's Theses Guide** from Aalto ENG, including the **assessment criteria** (and a related form) as an appendix, has been attached to the present one-page information package.

The following guidance is worth pointing out for an MSc Thesis on any engineering topic:

1. Since the final product will be an academic thesis, formalities are more important than in a technical report. In particular, a literature review (with an emphasis on scientific literature not on other MSc Theses) is a crucial part of the work. The thesis compares to 30 study credits, which means that a lot should be studied and learned.
2. The following table of contents serves as a good starting point for any thesis: 1. Introduction, 2. Theories, 3. Methods, 4. Applications, 5. Results, 6. Discussion and Conclusions. In essence, chapters 1—3 are based on literature, whereas chapters 4—6 form the application part relying on and linking to 1—3. Sometimes, 2 and 3 or 4 and 5 are combined.
3. A reasonable target for the number of pages is 50 (which typically gets exceeded, however). Anyway, one should not report everything learned during the process in the final version of the thesis (not in the textual form, at least): compressing and systematizing is an important part of academic, or any, writing (and thinking or speaking).

### Advice and supervision

A confirming e-mail reply from the supervisor regarding the topic agreed on (in the kickoff meeting) can be attached (via the administrative eAge-system) to the application for the official topic acceptance (by an academic body of Aalto ENG).

During the process, submitting (A) one **intermediate version** (including a preliminary table of contents plus one or two example chapters) and (B) the **complete version** of the thesis (taking already into account the feedback from the advisors) has normally been enough for the supervisor. Advisors should be consulted more often: once or twice a month at least.

### Grading and graduation

For the steps towards graduation from Master's Program in Building Technology, please see the following links:

<https://www.aalto.fi/en/programmes/masters-programme-in-building-technology/thesis>  
<https://www.aalto.fi/en/programmes/masters-programme-in-building-technology/graduation>

The thesis must be publicly presented in a thesis seminar organized by the program about twice a semester (see the links above). The thesis does not need to be finalized, but one should have a permission from the supervisor for the presentation.

Before officially applying grading and graduation, one must have a permission from the supervisor. Before asking for this permission, in turn, (1) advisors' feedback must have been taken into account, (2) a test for plagiarism must have been accomplished (see the link below), (3) the **final version** of the thesis must have been submitted for grading to the supervisor (see the MyCourses page below). The Abstract of the thesis serves as a Maturity Essay as such.

### MyCourses-pages of the supervisor

The intermediate, complete and final versions of the thesis must be submitted via the MyCourses-pages (the folder Thesis versions), including a platform for accomplishing a test for plagiarism (a software called Turnitin):

<https://mycourses.aalto.fi/course/view.php?id=42216>

### Material for the present work

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### Example grade-5 theses

<https://aaltodoc.aalto.fi/handle/123456789/35448>  
<https://aaltodoc.aalto.fi/handle/123456789/111758>