

BACHELOR'S THESIS SEMINAR

(57C99902, 2 ECTS)

SYLLABUS

Version 3 (January 8, 2018)

| Instructors' contact information | Course information |
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| Johanna Bragge, Katri Kauppi & Pekka Malo firstname.surname@aalto.fi Chydenia, Töölö Campus (5 th or 4 th floor) Office hours in Otaniemi on agreement via e-mail Websites: http://information.aalto.fi ; http://people.aalto.fi | BSc level compulsory course in Information and Service Management 2018, Periods III-V Lecture halls: U356, A046, U402 or U261 Language of Instruction: English Course Website: https://mycourses.aalto.fi/course/view.php?id=16420 |

1. OVERVIEW

In the seminar, students get guidance in their research for Bachelor's Thesis (57C99901, 10 ECTS). During the thesis seminar, students will prepare a research plan, conduct a research profiling assignment, report the progress of their thesis, present and defend their research results, act twice as an opponent, and participate actively in the seminar discussions. Note that the seminar part (2 ECTS) will be graded separately on a 0-5 scale (previously pass/fail) in addition to the thesis (10 ECTS) grade.

2. PREREQUISITES

There are no prerequisites, but the thesis seminar is recommended to be taken towards the end of the BT programme studies.

3. LEARNING OUTCOMES

The objective is to learn and practice independent scientific work.

4. ASSESSMENT, GRADING, FEEDBACK

The seminar is graded with 0-5 scale. The grade is weighed as follows,

- Research plan (40%)
- Seminar activity, including thesis opposition (50%)
- Final presentation (10%),

and based on the following requirements:

- Introductory lectures 8 h (**compulsory** attendance)
- Seminar sessions 14 h (70% attendance requirement, seminar activity is followed)
- Preparing for lectures 6 h
- Preparing for seminar sessions 12 h (preparing own thesis/slideshow presentation, reading theses and crafting two opponent memos)
- Doing assignments (research plan, research profiling assignment) 13 h.

5. ASSIGNMENTS

Research plan and research profiling assignment, due January 30, 2018.

6. READINGS

See lecture slides and the references therein for additional literature.

7. SCHEDULE

| Week # | Date, time and class room | Topic | Teacher | Assignment Due Date |
|--------|--|--|-----------------------------------|---|
| 2 | Jan 9, 14-16 U-356 | 1st introductory lecture: Supervisor introduction, objectives and requirements of the thesis and seminar, research as a process, identifying your topic, formulating a research question/problem, theories, searching for source material, contents of the research plan. | Johanna Bragge | Jan 30, 2018 (Research plan) |
| 3 | Jan 16, 14-16 A-046 | 2nd introductory lecture: Introduction to information retrieval using electronic journal and citation databases at https://learningcentre.aalto.fi/ . | Anu Pietilänaho / Learning Centre | Jan 30, 2018 (Research profiling assignment) |
| 4 | Jan 23, 14-16 U-356 | 3rd introductory lecture: Reading literature, theoretical framework, writing the thesis, correct referencing to sources, structure of the thesis, process of writing, conduct and roles in the seminar sessions. | Katri Kauppi | |
| 5 | Jan 30 Deadlines - NO LECTURE | NO LECTURE – DEADLINES for the research plan and profiling assignment. Final group division is made based on the research plans. | | |
| 6 | Feb 6, 14-16 U-356 (JB) U-261 (KK) U-402 (PM) | Seminar groups convene separately to discuss research plans and decide on the presentation schedule for late spring. | JB, KK and PM | |
| Weeks | WORKING FOR | <i>Students prepare their thesis drafts</i> | | |

| Week # | Date, time and class room | Topic | Teacher | Assignment Due Date |
|--------|--|---|---------------|---|
| 7-19 | THE THESIS | <i>independently with the help from their supervisors.</i> | | |
| 14-20 | Ca. Apr 10 – May 15, U-356 (JB) U-261 (KK) U-402 (PM) | Seminar presentations with thesis drafts (dates to be decided on Feb 6 sessions). | JB, KK and PM | The thesis drafts must be submitted ONE week before presentation! |
| 21 | May 22 | Deadline for the corrected, final version of the Bachelor's thesis. To be submitted via the Turnitin submission box in MyCourses https://mycourses.aalto.fi/course/view.php?id=16126 | | May 22, 2018 |
| | <i>Deadlines are connected to graduation dates</i> | Maturity test 57C99903 (return the Maturity test/executive summary of your thesis also to https://mycourses.aalto.fi/course/view.php?id=16126) | | <i>Deadlines are connected to graduation dates</i> |

8. COURSE WORKLOAD

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|-------------------|------------|
| Classroom hours | 22h |
| Class preparation | 18h |
| Assignments | 13h |
| Total | 53h (2 cr) |

9. ETHICAL RULES

Aalto University Code of Academic Integrity and Handling Thereof

<https://into.aalto.fi/pages/viewpage.action?pageId=3772443>

10. OTHER ISSUES

- Registration to course: via WebOodi
- Course Policies: Participation will be registered at lectures and seminar sessions – contact your supervisor in advance in case of force majeure reason of not attending a compulsory session.
- Rubrics: see course page at MyCourses for the BSc thesis course evaluation form
- Title page for the thesis: use the official title page for your thesis (available at Mycourses)
- Final versions of theses as well as the Maturity tests must be submitted via the Turnitin plagiarism detection software (submission via Mycourses <https://mycourses.aalto.fi/course/view.php?id=16126> / *Kandidaatintyön palautus* tab on the left)
- You are highly encouraged to apply the Turnitin software also independently for your draft versions, <https://wiki.aalto.fi/display/turnitin/Turnitin+for+students> (see “Independent Turnitin originality check”). In case you wish the supervisor to see the Turnitin results for the draft versions so that s/he can give advice for corrections, you may also use the Turnitin submission box for drafts in the seminar pages (under tab: Final versions of theses).