

Timeline of a Thesis

1. Finding a topic
2. Onboarding
3. Agreeing on a supervision schedule
4. Literature search
5. Drafting exposé/roadmap/timeline
6. Programming, experiments
7. Seminar talk
8. Drafting thesis outline
9. Writing the thesis
10. Handing in
11. Publication

Communicate with the supervisor for each of these steps

Official formalities: Anmeldung

- ❑ Marks the official begin of the thesis
- ❑ Fill in the official form (Studienbüro), have it signed (supervisor) and submit to Studienbüro
- ❑ The specified title is final
- ❑ Thesis submission deadline is implied by start date
- ❑ See Studien- und Prüfungsordnung for details on requirements and the time you get
- ❑ There will be no explicit confirmation from Studienbüro

Optimal moment for Anmeldung is individual; might be after the experiments work

Official formalities: Seminar talk

- ❑ Main objective: Getting a broader feedback on the thesis progress
- ❑ Some experiments should already have been done
- ❑ Preparation for the talk helps to structure the final thesis
- ❑ Optimally at 2/3 of the thesis progress
- ❑ Coordinate presentation date with supervisor (needs to be present) and discuss slides upfront
- ❑ 25 min presentation, 10 min discussion
- ❑ Talk is graded; Prüfungsbüro will be notified by us

Official formalities: Handing in the thesis

- ❑ Deadline is important
- ❑ Thesis must be printed (multiple copies, see instructions of Studienbüro)
- ❑ More formalities (front page, declaration, ...)
- ❑ Hand in with Studienbüro
- ❑ Must submit digital copy including supplementary material (code, models) to Studienbüro
- ❑ Online repositories or cloud storage are not sufficient
- ❑ Must also submit digital copy and supplementary material (code, models) to supervisor

Publication

- ❑ Supervisor will contact you to put thesis on the Webis page
- ❑ University recommends to submit to `ul.gucosa.de`
- ❑ Thesis might be a good starting point for a research paper

Resources

<https://webis.de/for-students.html>

- ❑ LaTeX thesis template
- ❑ Completed theses (incl. PDFs)
- ❑ Literature on writing theses - see next week