



Guidelines for writing a Master's thesis

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key words:	Master's thesis
legal basis:	Examination regulations for the consecutive Master's study programme "ACCESS"
other documents:	declaration of originality

These guidelines are established for students writing their Master's Thesis at the Faculty of Civil Engineering of Technische Universität Dresden.

1. Pursuant to paragraph 28 (1) of the Examination Regulations, students may spend four months for working on their Master's Thesis. The chairperson of the examination board decides on applications for extension of time limits. The application must be filed with the Examination Office not later than three weeks before the regular submission deadline. Previously, it shall be submitted to the fellow's supervisor for permission. If you miss the submission deadline, your Master's Thesis will be graded as "fail" (5.0).
2. Students need to submit their thesis to the faculty's Examination Office before the indicated deadline. Immediately afterwards, students shall submit the required number of copies of their thesis to the supervising institute. If the number of copies is not defined by the institute, candidates shall submit two copies.
3. In terms of structure and design of a Master's Thesis, candidates need to conform to the academic requirements made for research papers. The candidate should strive for clarity of expression and a good writing style.
4. Candidates shall clearly reference all sources used in the work. All quoted text shall be highlighted or otherwise referenced. Plagiarism will result in the rejection of your work. Your work will be graded as „fail“ (5.0).
5. If possible, make tables and drawings part of the text. Place larger references, tables, sketches and figures in an appendix at the end of the paper.
6. If you may derive any intellectual property rights from your paper (e.g., patents), please inform your supervisor in good time. Claims involving intellectual property rights are subject to legal provisions.

7. If work on your Master's Thesis involves experimentation at technical equipment, machines or devices, you are obliged to meet safety regulations. Before you start experimentation, it is necessary that the responsible health and safety representative will give you instruction and will have you confirm instruction by signature.
8. The Master's Thesis shall include a signed declaration that the work is all your own and you used the sources cited in the reference list. (Appendix)
9. If the Master's Thesis takes the form of a collaborative thesis, it shall contain a declaration stating the individual contributions of the candidates involved in the work.
10. Ask your thesis supervisor to approve your Master's Thesis for publication.
11. Moreover, the rules and regulations listed below shall be complied with:
 - Examination Regulations for the consecutive Master's study programme "ACCESS",
 - „Leitlinien zur Diplomarbeit als Handreichung für die Institute“ (Guidelines for Diplomarbeit – Suggestions for Institutes“ with Appendices),
 - guidelines or regulations issued by the institutes.