



UNIVERSITÀ
DEGLI STUDI
DI PADOVA

Orientation and Tutoring Service and Teaching Office

*d*SEA

Department of Economics and Management «M. Fanno»

Master's Thesis guidelines and procedure

For students enrolled in 2022/23

February 23th 2024

Aim of the meeting

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- Provide guidelines to students while taking an important decision
- Reply to doubts and queries

Website links

All important information and procedures can be found in the dedicated page of **dSEA's website**:

ECONOMIA.UNIPD.IT

<https://www.economia.unipd.it/per-laurearsi/home-per-laurearsi>

Studenti e Laureati > Per laurearsi > Corsi di laurea magistrale

ECONOMIA.UNIPD.IT/EN

<https://www.economia.unipd.it/en/how-graduate>

Current Students and Graduates > How to graduate > Master's Degrees

Content (general info) 1/2

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You are expected to develop:

- An **original** document of **roughly 80 pages**
- **in English (in Italian only for MED students)**
- Under the supervision of a **professor** (supervisor)

Content (general info) 2/2

The main features of a thesis are:

- An accurate description of the chosen **theme**
- **Bibliographic** research
<http://bibliotecadigitale.cab.unipd.it/en/>
<https://elearning.unipd.it/sba/course/view.php?id=13>
- Critical **review** of relevant literature
- Application of theoretical knowledge and / or **empirical analysis** (e.g. case study, statistical analysis, interviews...)

Preview the list of topics

- **For students enrolled in 2022/23** the list of **TOPICS** is available on the website of the dSEA > **Intranet**

(<https://www.economia.unipd.it/accesso-alle-aree-riservate>)

since **FEBRUARY 15th, 2024**

- **One topic DOES NOT NECESSARILY imply only one dissertation:**
a single topic can be developed by multiple students.

Every professor has a *given number of students* to supervise depending on:

- his/her academic activities
- his/her employment relationship with the University
- his/her Department

Select the thesis 1/2

➤ **BEFORE** the selection procedure opens:

1. Read carefully all the topics

2. Contact the professors (it is *not* mandatory!) in order to make a careful choice

➤ **On MARCH 1st, 2024** the selection procedure will open.

N.B. These dates applies **only** for students enrolled in **2022/23.**

Select the thesis 2/2

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- You can select a topic **only** if you have **80 CFU**.
- Note that:
 - You will be required to **rank** your first **3 choices (max)**.
 - For every choice, you must fill in a **brief form** indicating:
 - Reasons for choosing the topic (BE SMART!)
 - Career information

After your selection

- After you have done your selection, your first choice supervisor receives an email with your details.
- The Professor has **15 days** to:

APPROVE YOUR REQUEST

OR

EXPRESS A MOTIVATED REJECTION

What are the 15 days for?

Usually (but it is not mandatory) professors use these days for a short selection procedure (e.g. interviews)

Can my request be rejected?

In case of:

- The supervisor receiving a number of requests higher than his/her maximum threshold
- Student not meeting minimum skills requirements to elaborate the topic

The Professor may reject your request

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In case your first choice is rejected...

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The previous procedure will be automatically activated for your **second** (and, eventually, **third**) **choice**

Formatting your document



- Layout (line spacing, margins, font)
- Declaration of authenticity (Anti-Plagiarism Rules)
- Confidentiality commitment
- Cover page

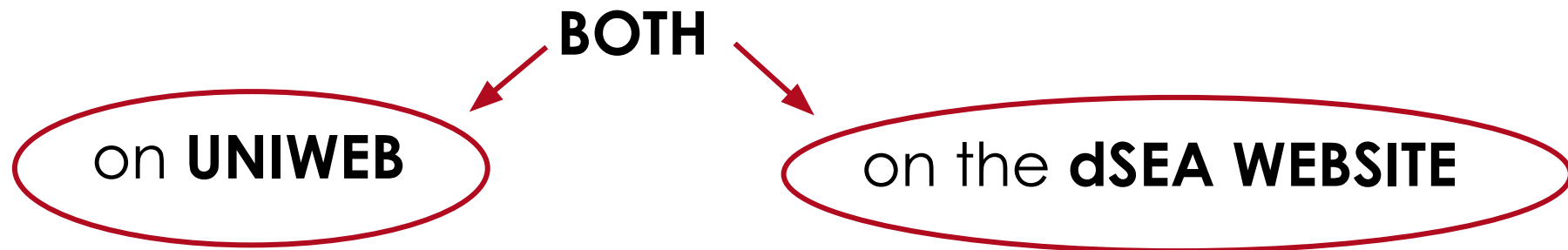
➤ Detailed guidelines are available at:

<https://www.economia.unipd.it/en/How-to-Graduate-Masters-Degrees/Home-How-to-Graduate-Master%E2%80%99s-Degrees>

Current Students and Graduates > How to graduate > Master's Degrees

Thesis submission

- The thesis will be submitted **exclusively ONLINE**



- There is **no** need to submit a printed copy

- Detailed guidelines are available at:

<https://www.economia.unipd.it/en/how-graduate>

Current Students and Graduates > How to graduate > Master's Degrees

Anti-Plagiarism Rules and Declaration of Authenticity

Anti-plagiarism rules

With the Anti-Plagiarism rules, the Department of Economics and Management "Marco Fanno" intends to promote and ensure the students' duty to write their thesis in full respect of copyright and intellectual property.

Declaration of Authenticity

The declaration of authenticity must be inserted in the thesis, after the cover page, on the first page.

<https://www.economia.unipd.it/en/How-to-Graduate-Masters-Degrees/Home-How-to-Graduate-Master%E2%80%99s-Degrees/anti-plagiarism-rules-and-declaration-authenticity>

Thesis evaluation (/110)

- **1 to 3** points: if the thesis is assessed sufficient (one discussant)
 - **4 to 6** points: if the thesis is assessed good (one discussant)
 - **7 to 9** points: if the thesis is assessed very good (two discussants)
 - **10** points: if the thesis is assessed Excellent (two discussants)
- Warning: two discussants don't trigger automatically a score of 7 points or more
- **cum Laude:** can be awarded only if after the defence the evaluation is **≥ 7 points**
- Warning: a 7 point evaluation doesn't grant a "cum Laude" graduation score
- Rules for determining the final score:
<https://www.economia.unipd.it/en/how-graduate>

Application for graduation via Uniweb

- In addition to the previously described procedure, you must fill in an **Application for Graduation** early in the semester in which you intend to graduate.
- Applications for Graduation may be submitted electronically via **Uniweb**.
- Each electronic Application for Graduation will result in a € 16.00 non-refundable charge on your student's bill.
- **Submission deadlines** can be found in:
www.economia.unipd.it
> [Studenti e Laureati > Per laurearsi](#)
> [Current Students and Graduates > How to graduate](#)
- **Guidelines:**
<https://www.unipd.it/manuali-uniweb>

Save the dates!



FEBRUARY 15th
PREVIEW OF THESIS TOPICS

MARCH 1st
SELECTION OF TOPICS

For further information



Recording of the meeting and Power Point Presentation in:

economia.unipd.it > English > Current students > How to graduate > Master's Degrees > Topic and supervisor choice

<https://www.economia.unipd.it/en/How-to-Graduate-Masters-Degrees/Home-How-to-Graduate-Master%E2%80%99s-Degrees/topic-and-supervisor-choice>

and in:

Moodle > dSEA > Student Area > Orientation and Tutoring > Tutoring Service



For any further questions
please write to:

didattica.economia@unipd.it