

## N-MB-Brochure for Master's Thesis MSLS

### 1 Scope

The Master's thesis comprises 40 ECTS credits in the following specialisations:

- Food and Beverage Innovation
- Pharmaceutical Biotechnology
- Chemistry for Life Sciences

as well as 30 ECTS credits in:

- Applied Computational Life Sciences

This is equivalent to approximately 900 to 1200 hours of study. The Master's thesis is an individual piece of work which must be completed independently and consists of a written and an oral part.

### 2 Correction

At least two supervisors support each student and are responsible for assessing the Master's thesis. The primary supervisor is a member of the faculty (lecturer or research associate) of the School of Life Sciences and Facility Management. They are responsible for the definitive formulation of the topic and for ensuring the guidelines of the thesis are followed. The thesis is evaluated via Complexis.

### 3 Choosing and defining topics

The topic of the Master's thesis should be directly related to the discipline being studied and should deal with industry-related issues. The topics are determined by the institutes and are published on the Master's programme website. It is also possible to combine a Master's thesis with a research project at the institute where the discipline is studied.

Candidates interested in a specific thesis topic should contact their supervising lecturer to discuss their choice of topic. On the basis of this discussion, they will agree on the topic and thesis deadline. Once agreed upon, the thesis task description is entered into Complexis.

### 4 Structure and presentation

The definitive master's thesis topic form (Aufgabenstellung) must be integrated into the Master's thesis in the Appendix. See [Guidelines for writing student theses in the field of Life Sciences](#).

## 5 Dates

<p><b>Publication of topic proposals</b></p>	<p>Current proposals on</p> <p>FBI: <a href="https://www.zhaw.ch/en/lspm/study/master/food-and-beverage-innovation/masters-thesis/">https://www.zhaw.ch/en/lspm/study/master/food-and-beverage-innovation/masters-thesis/</a></p> <p>PB: <a href="https://www.zhaw.ch/en/lspm/study/master/pharmaceutical-biotechnology/master-thesis/">https://www.zhaw.ch/en/lspm/study/master/pharmaceutical-biotechnology/master-thesis/</a></p> <p>CLS: <a href="https://www.zhaw.ch/en/lspm/study/master/chemistry-life-sciences/master-thesis/">https://www.zhaw.ch/en/lspm/study/master/chemistry-life-sciences/master-thesis/</a></p> <p>ACLS: <a href="https://www.zhaw.ch/en/lspm/study/master/applied-computational-life-sciences/masters-thesis/">https://www.zhaw.ch/en/lspm/study/master/applied-computational-life-sciences/masters-thesis/</a></p>
<p><b>The assignment (topic and deadline) is entered into Complexis.</b></p>	<p>The thesis task description (topic and deadline) must be entered into Complexis at least two weeks before the start of the semester in which the thesis is to be submitted.</p> <p>The thesis task description (including deadline) must be uploaded to Complexis and then signed by the student and the primary supervisor.</p> <p>When it is time to begin the process in Complexis, the Registrar's Office will send an e-mail to the students concerned inviting them to start.</p> <p>Complexis login: <a href="https://complexis.zhaw.ch/home">https://complexis.zhaw.ch/home</a></p>
<p><b>Poster</b></p>	<p>Important: A poster is a required part of the scope of the Master's thesis. If an alternative task is agreed upon, this must be indicated in Complexis.</p>
<p><b>Start of Master's thesis</b></p>	<p>The Master's thesis can commence at the beginning of the course. The individual schedule for the work is agreed with the primary supervisor and Head of Specialisation</p>
<p><b>Submission of Master's to Complexis</b></p>	<p>Week 2 (Monday, 12 noon) or Week 27 (Friday, 12 noon), see section 6 "Submission requirements"</p>
<p><b>Oral examination</b></p>	<p>Between Week 2 and 4 or Week 27 and 30, in agreement with the primary supervisor</p>

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### 6 Submission requirements

The Master's thesis must be submitted by the deadline to the Academic Office as follows:

- Submission to Complexis in PDF/A format
  - The poster must be submitted as a separate attachment.
- For non-confidential work: one bound copy for the ZHAW library. The date and time of the postmark apply for submissions made by post:

ZHAW  
Zurich University of Applied Sciences  
Studiensekretariat Grüental  
Grüentalstrasse 14  
8820 Wädenswil

In addition to the written thesis, the following items must be provided:

**Poster:** As an alternative to the poster, a website could be created; however, this must be agreed in advance with the supervisor(s) in writing. A paper may also be written for publication in a scientific journal or equivalent.

### 7 Deadline extension

In reasonable circumstances (e.g. technical issues, illness, military service), the deadline can be extended. A written request to change the deadline must be submitted in Complexis at least 14 days before the previously agreed deadline.

After speaking to their primary supervisor, students may submit a request for an extension. The application must contain the reasons for the request and a proposal for the new submission date. If they support the application, they will sign off on the request and forward it to the Programme Director for approval. If necessary, the Programme Director can consult the Head of Department of Education.

The student and supervisor will be informed via Complexis of the new submission deadline.

Should a Master's thesis be submitted the following semester as the result of an approved extension, there will be a reduced fee for the additional semester (provided no additional assignments are submitted for assessment)..

### Submission deadline / late submission

Submission details can be found in Section 6. Submissions must be made to Complexis by 12 noon. . Late submission will only be accepted if a written explanation for the delay is provided in advance. In the event of a justified minor delay, a deduction of the mark may be applied. This decision lies with the primary supervisor and the Programme Director.

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### **8 Oral examination**

#### **Scope and format**

The Master's thesis ends with an oral examination.

This can take the form of a public oral presentation of the thesis, in a colloquium or before a committee of the partners involved (e.g. the client). The supervisors determine the format of the oral exam.

#### **Weighting, assessment**

In all Master's programmes, the oral examination is not given a mark, but instead rated as 'pass/fail'.

### **9 Amendment/repetition, final grade**

A one-off resubmission can be made should the overall assessment be between 3.50 and 3.99. A satisfactory amendment is awarded a grade of 4.0.

Should the Master's thesis be assessed with a grade of 3.49 or lower, or should the amended Master's thesis also be assessed as unsatisfactory, it must be repeated. Repetition is only possible once.

### **10 Plagiarism**

Plagiarism violates the fundamental principles of scientific work. The definition of plagiarism and the consequences can be found in the following document: [Information sheet on how to avoid plagiarism](#).

### **11 Public use of the Master thesis, disclosure to third parties**

With regard to the possible transfer of the entire work(s) to third parties, or publication of the work(s) by third parties, we refer to the document: [Instructions for using the results](#).



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1.0.0	01.08.2018	Head of Staff	01.08.2018	Translation (Original: N-MB-Merkblatt zur Masterarbeit MSLS Version 3.0)	
1.0.1	16.08.2018	Head of Staff	16.08.2018	Layout adaptation	
1.1.0	01.07.2021	Head of Staff	01.07.2021	Content update, link «Information sheet on how to avoid plagiarism» added	
2.0.0	24.03.2022	Head of Staff	24.03.2022	Content update, link «Instructions for using the results» added	
2.0.1	04.04.2022	Head of Staff	04.04.2022	Customization link «Guidelines for completing student assignments in the LS»	
2.1.0	14.07.2022	Head of Staff	14.07.2022	Correction in section 4.	
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