

The procedure for completing the undergraduate research
project/thesis

1. In the eighth semester of studies, an undergraduate student prepares an undergraduate research project/thesis (hereinafter referred to as an undergraduate thesis).
2. A prerequisite for a bachelor's thesis may be the passing of a relevant internship or other component provided by the bachelor's program.
3. The paper must contain research. It should briefly describe the purpose of the research, the task, and the ways to solve it.
4. The volume of the bachelor thesis without appendices should be no less than 15 pages. All pages must be numbered consecutively, leaving no blank spaces or pages. The text should be written on A4 format (297×210 mm) paper with a density of 80 g/m², font - Sylfaen, size 12. The minimum font size for page numbers and footnotes is 10. A larger font size may be used in headings and subheadings. The spacing for the main text of the paper is 1.5. The text should be printed on one page only. A margin of 30 mm should be left on the left side of the page, and 20 mm on the other sides. The text must be printed on a laser printer or with a quality close to it.
5. The supervisor of a bachelor's thesis can be a person with at least a master's academic degree: professor, associate professor, assistant professor, assistant, senior teacher, teacher, including invited, emeritus or chief/senior scientist of an independent scientific research unit (institute, center) of IITU employee or research associate.
6. Student evaluation is done through intermediate and final (defense) evaluation forms.
7. The supervisor of the bachelor's thesis evaluates the student according to the work performed in the 8th - 12th weeks and enters the intermediate evaluation score in the relevant electronic source.
8. The scaled score of the intermediate evaluation of the bachelor's thesis is obtained by the formula: $S=6xM$ (score), where M is the score of the intermediate evaluation of the bachelor's thesis.
9. The maximum grade of a bachelor thesis is 30 points; Minimum positive evaluation - 15 points.
10. Intermediate assessment criteria are (maximum assessment 5 points):

5 points - the thesis is fully presented, the purpose of the research is reached, the task and the way to solve it are set, the terminology is correct and adequate;

4 points - the work is perfectly presented, the goal of the research is reached, the task and the way to solve it are set, we find errors in the terminology;

3 points - we find technical flaws in the paper. The purpose of the research is reached, the task is set, the way to solve it is not clearly presented, the terminology is satisfactory;

2 points - the work is presented with significant flaws. The purpose of the research, the task, the way to solve it are not clearly presented, the terminology is satisfactory;

1 point - the paper is unsatisfactory. The purpose of the research, the set task, the way to solve it are not clearly defined. The terminology is imprecise;

0 points - the paper is not presented.

11. The student submits the finished thesis (in the form of "documentary material") to the supervisor in the week before the final exams and prepares for the defense. The thesis is handed over to the bachelor's thesis defense commission with the supervisor's signature.
12. A student who fails to receive a minimum positive grade in the mid-term evaluation or does not submit the completed bachelor's thesis in the form of "documentary material" on time will not be admitted to the defense.
13. The bachelor's thesis is evaluated by a commission consisting of 3 members, which is approved by the academic department at the request of the dean and may include a person with at least a master's academic degree: Professor, associate professor, assistant professor, assistant, senior teacher, teacher, including guest, emeritus, or chief/senior researcher or researcher of an independent scientific research unit (institute, center) of GTU. The commission elects the chairman and the secretary from among its members. The chairman of the commission should be the academic staff of GTU. The thesis defense must be attended by the supervisor of the bachelor's thesis.
14. The student makes a presentation of the bachelor's thesis (10-15 minutes), which is followed by a question-and-answer (discussion). During the defense, the student must answer the questions asked by the attendees.
15. The student is evaluated by each member of the commission according to three components: content and design of the bachelor's thesis, presentation and question-and-answer.
16. The scaled score of the bachelor's thesis defense is obtained by the formula: $S=5xM$ (score), where M is the arithmetic mean of the sums of assessments made by each member of the commission.
17. The maximum grade for defense of a bachelor's thesis is 70 points, the minimum positive grade is 21 points.

18. The final evaluation criteria according to the components are:

18.1. Content and presentation of the bachelor thesis (maximum grade 6 points):

6 points - the work is perfectly presented, the conducted research corresponds to the goal, the task is perfectly solved and the chosen way of the solution is correctly realized. The terminology is correct. The quality of formating is high;

5 points - the work is perfectly presented, the conducted research corresponds to the goal, the task is solved and the chosen way of the solution is correctly implemented. Terminology is correct, formating quality is good;

4 points - the paper is perfectly presented, the conducted research corresponds to the goal, the task is solved and the chosen way of the solution is almost correctly implemented. We find some errors in the terminology. The quality of formating is acceptable;

3 points - we find technical flaws in the paper. The conducted research corresponds to the goal, the task is incompletely solved. The terminology is satisfactory. The quality of formating is satisfactory;

2 points - the work is presented with significant flaws. The conducted research is not fully in line with the goal, the task has been solved unsuccessfully. The terminology is acceptable. The formating contains errors;

1 point - the paper is unsatisfactory. The conducted research does not correspond to the goal, the task is incompletely solved. The terminology is imprecise. The formating is unsatisfactory;

0 points - the paper is not presented.

18.2. Presentation (maximum assessment 5 points):

5 points - the report made at the presentation is perfect, the terminology is correct;

4 points - the report made at the presentation is acceptable, but we find errors in the terminology;

3 points - the report made at the presentation contains errors of a technical nature; The terminology is satisfactory;

2 points - the report made at the presentation contains significant errors, the terminology is acceptable;

1 point - the report made at the presentation is unsatisfactory, the terminology is inaccurate;

0 points - the presentation failed.

18.3. Question-answer (maximum assessment 3 points):

3 points - the answers to the questions are perfect;

2 points - the answers to the questions contain some errors;

1 point - the answers given to the questions partially correspond to the questions asked;

0 points - the answers given to the questions are inadequate, not acceptable.

19. A student who fails to receive a minimum positive grade on the defense and/or scores a total of 41-50 points will be allowed to retake the defense during the additional exams. If the said student

does not get a minimum positive grade (regardless of the total points) or fails to get a total of 51 points or more, the bachelor's thesis will have to be done again. A student may be allowed to do the same topic in the next semester.

20. The results of the defense are formed in the form of a protocol, which is signed by the chairman and members of the commission.
21. The supervisor will enter the information about the presentation of the bachelor's thesis and the evaluation of the defense in the electronic database within the established deadlines.