

## **Supervision plan for Master's thesis project in Molecular Biology and Molecular Medicine**

**Supervision plan** for (Name)

**Date:** (Date of most recent version of the supervision plan)

**Working title of the thesis:** (provisional title)

**Project description/thesis statement** (approx. ½-1 page):

- Must contain a description of the aim and purpose of the project and preferably also the work hypothesis
- Must contain a short section with the background for the project (why is it interesting to investigate). Preferably with scientific sources.
- Must contain a brief description of methods/data sources.

**Supervision plan:**

- If there are more supervisors on the project, there should be a clarification of the division of roles between the main supervisor and project supervisor(s) during the planning phase, when conducting experiments and/or analysing work, and in the writing phase. Who has the primary responsibility for the academic content of the project?
- May also contain a description of how the supervision will take place (number/frequency of meetings, etc.).
- May contain a description of the affiliation to the research section. Talk to your supervisor about, whether you are expected to participate in section meetings, journal club, seminars with other Master's thesis students in the section, or other activities?

### **Issues for discussion with your supervisor (but need not be included in the contract)**

- Your main supervisor is supposed to assist you in the thesis project in relation to the academic content and process. It is therefore important that you are open and honest with your supervisor in relation to any challenges, questions and problems during the Master's thesis period.
- Your main supervisor must attend your Master's thesis exam.
- Alignment of expectations between the main supervisor and Master's thesis students, including what type of supervision do you need and what does the supervisor offer? What does the supervisor expect from you? Clarify the goals for the thesis – What do you want to achieve with respect to both process and performance? Discuss a draft schedule, frequency of meetings and table of contents to make sure that you agree on the direction and allocation of time. What and how much of your text will your supervisor read? Find out whether there are periods during the thesis, where the supervisor is absent and thus not available for thesis supervision. How many meetings can you expect to have during the Master's thesis period? (Please note that there are no rules for the number of meetings, etc.). What kind of preparation does each meeting require of you? (agenda, draft text, specific questions, etc.).

**Timeline:**

Must include an indication of periods for the individual phases of the project (see suggestions below):

- (period): Reading of background material
- (period): Planning experimental work
- (period): Data collection (from literature/databases/laboratory)
- (period): Data analysis
- (period): Writing phase

- o (period): Compilation of text section
- o (date): First draft of the Master's thesis report
- o (date): Final submission

Remember to check whether the timetable holds during your thesis.

The schedule can also be designed as a Gantt chart:

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Literature search and reading background material										
Planning experiments										
Data collection										
Data analysis										
Start of writing phase (e.g. introduction)										
Writing phase										
Compilation of text sections										
Submission and defence										

The submission date, which must be specified in the thesis contract, is the deadline for submission of your thesis report in the Digital Exam. For thesis projects of 60 ECTS, the thesis report must be submitted no later than 15 June, at 13.00, when starting on 1 September, and no later than 15 November, at 13.00, upon start-up on 1 February.

The closing date in the thesis contract is the day on which the defence and assessment must be completed. Thesis projects of 60 ECTS must be completed no later than 30 June, for start-up 1 September and no later than 30 November, for start-up 1 February.

Read more about deadlines for submission and completion:

<https://studerende.au.dk/en/studies/subject-portals/biology/bachelors-project-masters-thesis-and-other-projects/masters-thesis>

### **Project-specific competencies:**

- You may include a list of competencies that are expected to be achieved during the project period in addition to the formal learning outcome described in the course description of Master's thesis project.
- Remember to check whether you are on the right track to meet the formal learning outcome (see the course description in the course catalogue) and possibly specific competencies during your Master's thesis project.

Proposals for competencies that can be achieved during the Master's thesis process:

- Knowledge of the software programme (name) and independently (assignment)...
- Thorough/peripheral knowledge of (methodology) and the ability to evaluate... In relation to...
- The ability to use (apparatus) independently/under supervision to analyse...

### **Collaboration with company/organisation:**

Remember to fill in the fields in the contract generator regarding the company, if you are doing your project in collaboration with an organisation, association, company etc.