

PRACTICAL TIPS FOR WRITING YOUR MASTER'S THESIS

BEFORE REGISTRATION

- Obtain at least **70 CP** and **6 passed compulsory courses**.
- Find a topic and discuss it with the supervisor.
- If certain software is needed for writing the Master's thesis, check whether you can use the software at home or only at a workstation at the university and perhaps already familiarise yourself with the software.
- Before registering the Master's thesis, it is helpful to set up a timetable for the work. How long do you need for certain phases of the thesis? It is essential to build in some extra time as a buffer, and also to plan for short recovery periods.

PLEASE NOTE:

A Master's thesis in engineering can consist of different parts. Programming, calculation or for example practical work. In any case, a theoretical part is usually required. In this part, a position is taken on the current state of research or the method(s) used later is/are explained. Since you refer to research literature in the theoretical part, a conscientious handling of sources is required. Please familiarise yourself with the citation guidelines of your supervising chair. Any copying from books or papers, whether quoted directly or paraphrased, must be done with reference to the source. **It is considered plagiarism if sources are not cited or if entire text passages are copied without citing the source. In this case, the Master's thesis will be graded with 5.0 and you can only receive a second attempt for a complete new topic with the approval of the examination committee.**

REGISTRATION

- To **register** your Master's thesis, please **contact the Examination Office**, stating the name of your supervisor and supervising chair examintionoffice-compeng@rub.de.
- The preparation time is six months; early submission after four months is possible.
- Master's theses which have to be handed in, have currently to be sent as a pdf-document via e-mail to the examination office and to supervisor of the chair. The Master's thesis must be received by 23:59 on the day of submission at the latest.

WRITING THE THESIS

- You have to **work on your thesis alone** and no other but the admitted sources and material is allowed to use. Don't forget to add a **signed declaration of independence**.
- We recommend that you talk to your supervisor regularly and, above all, don't be afraid to ask if you have any problems. If you have difficulties reaching your supervisor, please contact compeng-support@rub.de.
- If any of your fellow students are also writing their Master's theses, maybe you can meet in the library and motivate each other while working.

EXTENSION

- Only under certain conditions, it is possible to apply for an extension of the processing time of your Master's thesis. The processing time can be **extended by a maximum of four weeks**. Please contact the examination office and your supervisor in good time to discuss the necessary formalities.

PRESENTATION

- A presentation following the written thesis is compulsory and is included in the final grade of the Master's thesis.

FURTHER HELP

- You can find all the formalities for registering your Master's thesis here:
<https://compeng.ruhr-uni-bochum.de/ce/examination-office/registration-masterthesis.html.en>
- For all questions regarding the formalities and the registration of the Master's thesis, please contact
examinationoffice-compeng@rub.de.
- For all questions regarding finding a Master's thesis topic or regarding writing the Master's thesis in a company, contact compeng-support@rub.de.
- **Counselling on Academic Writing**
The project "Schreibmaschine" (engl. typewriter) helps students in engineering with Master's theses, as well as papers. <https://www.zfw.rub.de/sz/angebote/studierende/workshops-der-schreibmaschine>

GOOD LUCK!