

## REGULATION FOR FINAL MASTER'S THESIS PREPARATION AND DEFENCE

### I. GENERAL PROVISIONS

1. This Regulation for Final Master's Thesis Preparation and Defence (hereinafter – the Regulation) lays down the requirements for selection of final Master's thesis topics and scientific supervisors, as well as final thesis preparation and assessment at Lithuanian Sports University.
2. Definitions:  
**Final Master's thesis** (hereinafter – final thesis) means an independent analytical student's work, based on independent applied research (depending on scientific analytical or applied nature of Master's degree studies). It shall not be entirely theoretical (it can be of the nature of systematic analysis or meta-analysis).  
**Final thesis certification** means an intermediate stage of final thesis evaluation, during which the completion of the final thesis preparation plan is evaluated.  
**Threshold achievement level** means a level associated with a ten-point grading scale and corresponds to 5-6 points (minimum requirements that must be met in order to qualify for a degree or a certificate).  
**Plagiarism** means theft of intellectual property of various types (texts, visual material), conscious assimilation of research data and simulation and falsification of scientific work.
3. Final Master's thesis shall show the student's ability not only to analyze the chosen topic, evaluate the work of other scientists in the relevant field and successfully carry out research in the field, but also to formulate the conclusions of the research clearly and reasonably and to describe his/her research work under this Regulation.
4. The final thesis shall be directly related to the study programme in the field (e.g., field of health, rehabilitation study programme).

### II. SELECTION OF FINAL THESIS TOPIC

5. The Director of a study programme shall publish a list of themes or topics for final theses in LSU Academic Information System before October 1. The list shall be drawn up having regard to teachers, researchers, students and social partners' offers. The topic shall relate to the study programme in the field.
6. Each student shall select a final thesis topic or theme and a scientific supervisor in LSU Academic Information System at the beginning of the semester before the end of the second month. Students, who fail to select a final thesis topic and a scientific supervisor before the deadline, a scientific supervisor and final thesis theme shall be allocated following the decision of the Study Programme Committee.
7. The Study Programme Committee, after having received student applications, shall draw up a list of students, topics for final theses supervisors and advisers (if any) approve it and publish in LSU Academic Information System before the end of the third month. In case of a competition (if more than one student pretends to one field), the priority shall be given to a better student (in accordance with his/ her weighted average of studies) and / or to the student who has more experience in the field and / or to the student who has proposed the topic.
8. Topics for final can be specified and clarified, A scientific supervisor can be changed, but not later than one semester before the submission of the final thesis for assessment (with an exception of termination of scientific supervisor's employment contract with the University or other unforeseen circumstances).

### III. FINAL MASTER'S THESIS PREPARATION

9. The final thesis shall not be prepared without a scientific supervisor. The supervisor shall have a PhD degree. The student may have a scientific adviser. The final thesis scientific supervisor shall be a teaching staff member or a researcher working at the University. The scientific adviser may be a person outside the University.
10. The student shall prepare the final thesis independently under the supervision of the supervisor, in consultation with the scientific supervisor and, if necessary, adviser.
11. A student shall:
  - 11.1. Draw up and coordinate with his/ her scientific supervisor an individual plan for Master's thesis preparation and research (hereinafter referred to as the Plan) (Annex 1). The Plan shall include the aim of the final Master's thesis, research methodology (subjects, methods, procedures), tasks related to the preparation for the final thesis and defense (drawing up the final thesis plan, systematizing the sources on the chosen topic, planning the research, preparation for the research, etc.). The Plan shall include the preparation of the final thesis documents and their submission to the LSU Bioethics or Ethics Committee of Research in Social Sciences. At the end of the first semester, the final thesis preparation plan shall be approved by the Study Programme Committee;
  - 11.2. Draw up and coordinate with the scientific supervisor an individual consultations timesheet (Annex 2), which shall specify the time of the consultations, the form (direct contact and / or distant consultation) and the content. The completed timesheet shall be provided in the annexes to the final master's thesis;
  - 11.3. In the manner and time prescribed in the consultations timesheet, submit the final thesis preparation plan for approval and inform the scientific supervisor on the progress of work;
  - 11.4. Take into account the advice and comments of the supervisor and the adviser in the preparation of the final Master's thesis;
  - 11.5. Submit the completed work for the supervisor's assessment one month before the final assessment of the final thesis.
12. A scientific supervisor shall:
  - 12.1. Advise a student on the development of an individual thesis preparation plan.
  - 12.2. Supervise final thesis preparation: agree upon the consultations time as well as the form and content of supervision; advise a student on research activities, development and implementation of an individual final thesis preparation plan; inform the Study Programme Committee about the termination of final thesis preparation, etc.
  - 12.3. Provide a student with a feedback about drawbacks, things to be corrected, strengths of his/ her final thesis. It is recommended that one month before the final assessment of the final thesis, the supervisor reviews the final thesis within two weeks and provides the student with feedback on the things to be corrected.
  - 12.4. A supervisor shall counsel a student for at least 30 hours.
13. Preparation of the final Master's thesis shall be organized as follows:
  - 13.1. The student, together with the scientific supervisor, draws up a final thesis preparation plan and submits it to the Study Program Committee for approval during the first semester.
  - 13.2. The student must apply to the relevant Research Ethics Committee of the University for permission to conduct research by filling in the documents in the E-learning or LSU Academic Information System (exceptions for granting a permission are applied by decision of the Study Programme Committee).
  - 13.3. The student prepares his/ her final thesis and fills the consultations timesheet in consultation with the supervisor and adviser (Annex 2).
  - 13.4. During the second or third semester (depending on the duration of the study programme), the student submits the final thesis to the Study Programme Committee for certification. During the meeting, the implementation of the final thesis preparation plan is evaluated.
  - 13.5. During the third or fourth semester (depending on the duration of the study programme), the student submits the final thesis for the final assessment and participates in the meeting for the presentation of the final Master's thesis.

13.6. The student must take part in a scientific conference and present the research findings before the final assessment of the thesis.

#### **IV. REQUIREMENTS FOR FINAL THESIS**

14. Final thesis shall be written in the correct Lithuanian or English language with no typographical errors and follow spelling and punctuation standards of the modern language. The final thesis can also be prepared in English. In cases where the final thesis is written in other than the Lithuanian language, a summary in Lithuanian shall be provided. The final thesis shall be written in a correct foreign language.
15. Final thesis shall consist of: Cover Page; Flyleaf; Table of Contents; Abbreviations (if any); Abstract (in Lithuanian and English); Introduction; 1. Literature Review; 2. Research Methodology and Organization; 3. Research Findings; 4. Considerations; Conclusions; Suggestions and Recommendations; References; Annexes. Annexes shall present the created product: a scientific article or scientific project prepared according to the requirements of the chosen scientific journal. Annexes shall be named and numbered. The text shall be linked to the annexes.
16. Final thesis shall consist of:
  - 16.1. Cover Page (Annex 3) shall include the names of the University, faculty and a study programme; student's name and surname (signature); entitlement; type of paper (Final Master's Thesis), scientific supervisor's position, academic degree, name and surname, scientific adviser, place and year of the final Master's thesis preparation.
  - 16.2. Flyleaf (Annex 4) shall include student's confirmation that the work has been carried out independently and the correctness of the language used.
  - 16.3. The table of Contents shall conform to the structure of the final thesis. Chapters and sections shall be listed in the table of contents. Arabic numerals shall be used for numbering. Each section shall have the number of the chapter preceding it; the number shall be written respectively before the section number. The Table of Content shall begin with the "Introduction" and end with the "Annexes". "Abbreviations", "Introduction", "Conclusions", "References" and "Annexes" shall not be numbered.
  - 16.4. Abstract (this chapter shall not be numbered in the table of contents or the paper). Abstract in the English and Lithuanian languages is required. The extent shall be up to 250 words. This part shall include the entitlement of the paper (in Lithuanian and English), and up to five keywords; research problem, aim, objectives, hypothesis/ hypotheses, research methods and main findings, conclusions summarizing them. It shall be written on a separate page and begin with the entitlement of the paper.
  - 16.5. Introduction (this chapter shall not be numbered in the table of contents or the paper) shall reveal the essence of the final thesis in a very short and precise manner, familiarize with the main scientific ideas of the topic, their level of research in the country and in the world, as well as practical benefits of the work. The structure of the introduction shall be as follows: relevance of the topic; research problem under consideration and the level of its investigation; aim, objectives, hypothesis (if any), scientific or practical value of work, logical structure of work. Volume of introduction - no more than 400 words.
  - 16.6. Literature review (the first numbered chapter of the paper). Its purpose is to highlight and define the problem to be solved in the final thesis and to justify the importance of the problem. The scientific theories (theoretical models) to be analyzed in the thesis shall be clearly described, it is desirable to provide clear schemes of constructs of a certain theory and the main theoretical assumptions being examined. It is necessary to provide references and / or quote the author (s) relied on. It is recommended that each part of the literature review ends with a generalization. Volume - no more than 4000 words.
  - 16.7. Research methodology and organization (numbered chapter of the paper). The chapter shall consist of the following parts:
    - 16.7.1. Research object.
    - 16.7.2. Research strategy and logic. Theoretical concepts (attitudes, concepts, provisions) used in choosing the type of research, research methods and stages of the research shall be described.

- 16.7.3. The nature of research (e.g., quantitative, qualitative).
- 16.7.4. Contingent of research subjects. It is necessary to reason the sample of the research subjects and describe the sampling procedure.
- 16.7.5. Research methods. It is necessary to reason the choice of research methods (survey, interview, observation, testing, experiment, etc.). When describing the research methods, it is necessary to specify their author/ authors, proof of validation in Lithuanian (reference to articles).
- 16.7.6. Research organization. It is necessary to indicate the number of the permission to carry out research issued by the University Ethics Committee (if the permit has been obtained), describe the procedures for the organization of the research (e.g., location, time, duration, content of the intervention programme, etc.).
- 16.7.7. Methods of statistical analysis. It is necessary to reason the choice and application of descriptive and analytical statistical methods, indicate the Statistical Analysis Software Package used.
- 16.8. Research findings (numbered chapter of the paper). This chapter shall present, analyse and generalize the research findings. This chapter may have sections. Presentation of the findings shall include the tables and / or figures of the findings (tables and figures should not duplicate each other). In case quantitative attributes of the research object are recorded, they shall be processed using statistical methods. The chapter shall not exceed 3,000 words.
- 16.9. Considerations (numbered chapter of the paper). The chapter shall first discuss how the research findings reflect the aim of the research and whether the basic research hypotheses (assumptions) have been confirmed. The author shall explain why, in his/ her opinion, the assumptions have been confirmed or not confirmed, what was obtained by other authors who have carried out similar research. Less significant research findings shall be analysed and compared with other authors' findings. Deficiencies in research and opportunities for research development shall be indicated. The chapter shall not exceed 2,000 words.
- 16.10. Conclusions (this chapter shall not be numbered in the table of contents or the paper). This chapter shall describe the conclusions made on the basis of the research findings. Conclusions shall answer the aim and objectives stated at the beginning of the paper. Conclusions shall be precise and concise; they shall be numbered. This chapter shall not include tables, figures, quotes or other references to literary sources.
- 16.11. Suggestions or recommendations (this chapter shall not be numbered in the table of contents or the paper). This chapter provides suggestions and recommendations - specific measures provided in the final thesis, addressing the existing problems or issues. Suggestions and recommendations shall be precise and concise; they shall be numbered and presented in one page.
- 16.12. References (this chapter shall not be numbered in the table of contents or the paper). References shall be in line with the current APA (American Psychological Association, [www.apa.org](http://www.apa.org).) Bibliographic description standard, which shall include balanced national and international publications, science classics, and latest research. The list of references shall not contain sources that are not directly quoted or referenced in the text. All references quoted or referenced in the text shall be included in the reference list. In the final Master's thesis, it is recommended to use at least 50 literature sources, most of which would not be older than 5 years. They shall be reviews and original scientific articles quoted in the ISI Web of Science or Scopus databases.
- 16.13. Annexes. The scientific article prepared according to the requirements of the chosen scientific journal shall be presented in the annexes. Annexes may include additional, auxiliary, or information, independently developed by the author (e.g., statistical information, studies, questionnaires, tables, pictures, maps, etc.).

## **V. CERTIFICATION OF THE FINAL MASTER'S THESIS**

### **17. Certification procedures:**

- 17.1. The Study Programme Committee shall establish and approve the procedures for the certification of the final theses and present the composition of the Final Thesis Approbation Committee during the meeting held before February 15 or September 15. The Director of the Study Programme shall submit the minutes of the Study Programme Committee meeting in which the

procedures for final thesis certification were approved to the employee of the Centre for Academic Quality Supervision, who shall publish the information on the University website.

17.2. The Final Thesis Approbation Committee shall be composed of the members of the Study Programme Committee (at least 3). The members of the Committee shall elect the Chairman.

17.3. The final Master's thesis shall be certified before the end of first month of the third semester or before the end of the first month of the fourth semester (depending on the duration of studies).

17.4. The Chairman of the Final Thesis Approbation Committee shall conclude the minutes of the Committee meeting, which shall include the list of all final master's thesis and indicate if the thesis has been certified by the Committee. In case the final thesis does not meet the threshold level requirements and the Committee does not certify it, a short (up to 200 words) reasoning of this decision shall be presented.

17.5. After the certification, the final theses shall be prepared according to the plan until the final thesis is delivered for the final assessment.

17.6. A student may submit a non-certified final thesis for re-certification, but no later than 14 days after the first certification date. A thesis which fails to be certified two times cannot be submitted for final assessment.

## **VI. FINAL MASTER'S THESIS ASSESSMENT**

18. The Director of the Study Programme shall compile a list of reviewers and approve it in a Study Programme Committee meeting one month before the final master's thesis assessment.
19. Final Master's thesis scientific supervisor shall approve the thesis suitability for assessment at least one week before the day of final theses assessment.
20. In case the scientific supervisor does not agree that the paper has been prepared properly, i.e. it does not meet the threshold level, the student does not have the right to defend the final thesis.
21. The final thesis shall be evaluated by the supervisor and two reviewers before the presentation of the thesis to the Committee. The final thesis supervisor and reviewers evaluate the final thesis according to the criteria listed in Chapter VII. Each assessor provides the final grade (rounded to the nearest whole number) in the e-learning system. The final grade of the final thesis shall consist of the final scientific supervisor's assessment (weighted coefficient - 0.20), the reviewers' assessment (weighted coefficient - 0.40, 0.20 for each reviewer), the evaluation of the final thesis presentation (weighted coefficient - 0.40). The grade for the thesis shall be recorded in e-register by an employee of the Centre for academic Quality Supervision.
22. One week before the date of the final assessment, the student is required to submit the final thesis in e-learning environment and place it in ETD IS.
23. The Study Programme Director shall appoint the reviewers for final theses. An employee of the Center for Academic Quality Supervision shall organize the submission of final theses to the reviewers.
24. The final thesis supervisor (Annex 6) and reviewers (Annex 5) shall submit their review one week before the final thesis presentation to the Committee. The reviewers shall send the review to the student and the SKPC employee by email.
25. During the third or fourth semester (depending on the duration of the study programme), the Final Thesis Defence Assessment Committee shall be formed and submitted to The Dean for approval in the meeting of the Study Programme Committee.
26. The Final Thesis Defence Assessment Committee shall consist of 3-5 members, who may be representatives of another field of study than the study programme. If the scientific supervisor is a member or chairman of any of the committees, he / she must be excluded from the assessment procedures. The Committees shall be approved by the Rector's order on the recommendation of the deans.
27. If one of the two reviews is negative, a third reviewer shall be appointed.
28. If both reviews are negative and the ratings are negative, the student cannot take part in the final thesis presentation. An employee of the Center for Academic Quality Supervision shall inform the student and the Library employee about this (if the paper has been placed in ETD IS).

29. In case of disagreement with the reviewers' assessment, the student may appeal (Annex 8) within 24 hours (excluding weekends and public holidays) to the Faculty Dean regarding the assessment given by the Committee.
30. If the scientific supervisor or reviewers of the final thesis question the originality of the data, the student shall provide the original research data (completed questionnaires, protocols, data matrix, primary data tables, etc.) in paper or digital form, demonstrate data processing abilities and answer the questions. This procedure shall be public, with the participation of at least two teacher; it is recommended to record the process.
31. If it is noted in the consultations timesheet that the student has used less than 50% of the time of consultation, the student is considered to prepare the work partially independently, and he must submit documents proving the originality (copies of quoted articles, study data fields, completed questionnaires, permission to conduct research, signed consent forms, etc.), demonstrate data processing skills and answer the questions. This procedure shall be public, with the participation of at least two teachers; it is recommended to record the process.
32. Work is not considered independent if it has been wholly or partly written by another author, the copyright of other authors has been violated in the work, or all or part of it has already been used by another person (for more information, see the Code of Academic and Professional Ethics of Lithuanian Sports University). The dishonest behaviour of the student in preparing the final thesis (according to the report of the supervisor or reviewer, member of the Student Representation with documentary evidence submitted to the dean) shall be discussed in the Committee of Academic and Professional Ethics of the Senate.

The scientific supervisor shall also check the work in the plagiarism detection system.

## **VII. FINAL MASTER'S THESIS ASSESSMENT CRITERIA**

33. Criteria for final Master's thesis assessment given by the reviewer (Annex 5):
  - 36.1. Scientific level of the final thesis (justification for relevance and significance of the selected topic, formulation of the topic, clearness of the hypothesis, author's familiarity with other scientists' latest works, validity of the research methods and statistical data analysis, level of interpretation of research findings, validity of conclusions and recommendations) (weighted coefficient - 0.80);
  - 36.2. Integrity of the final thesis, completeness of content, design quality (presence of the required elements of the thesis structure, appropriateness of the volume of the thesis, balance of the volume of the structural parts and compliance of the titles of the chapters with the text, quality of printing and visual material, academic language, consistency, correctness and laconicism, suitable presentation of tables and images, adequate presentation of questionnaires, lists of interview participants and statistical data, citation accuracy, quality of bibliographic references) (weighted coefficient – 0.20);
34. The supervisor shall assess the student's academic communication skills and planning, organizational, systemic, analytical skills, creativity, ability to develop innovative ideas and realize them (Annex 6).
35. Presentation of the final Master's thesis shall be assessed on the basis of the criteria given in Annex 7.
36. Every member of the Final Master's Thesis Assessment Committee shall fill a typical final thesis assessment form (Annex 7) during the presentation, which shall be stored together with the minutes.
37. Organization of final work presentation at the Committee. The time of public presentation of a specific student's final thesis shall be announced in advance (no later than 5 days beforehand) on the University's website. During the presentation of the final thesis the student's presentation (up to 10 minutes) shall be heard first. The reviews shall follow and then the student shall answer the reviewers' comments and questions.
38. If a student has not prepared or submitted a final thesis, he/ she is not allowed to participate in the presentation of the final thesis.
39. Final theses shall meet the following criteria:
  - 39.1. There is written author's confirmation that the work has been performed independently and complies with the regularity of Lithuanian and / or English (Annex 4).
  - 39.2. The student has provided evidence of the presentation of the findings obtained at a scientific conference (a document certifying this, presented in the annexes).

- 39.3. The student provides evidence (if any) of the publication of the findings obtained (i.e., a copy of the article or a copy of the editorial record of the article adopted by the press) if he/ she wants to qualify for 1 additional point;
- 39.4. The final thesis has been evaluated by the supervisor and two reviewers;
- 39.5. The final thesis has been placed in ETD IS.
40. In case the student disagrees with the score given for the defended final Master's thesis, he/ she may appeal (Annex 9) within 24 hours (excluding weekends and public holidays) to the dean of the faculty regarding the assessment given by the Committee.

### **VIII. FINAL PROVISIONS**

41. Information Technologies and Distance Education Centre shall ensure audio or video recording of the final work presentation. Records shall be kept in the Information Technologies and Distance Education Centre 3 years.
42. The Student Representative Council may appoint an observer (a student preferably) for final thesis defence procedures.
43. The Regulation may be amended, supplemented or terminated by the decision of the Senate. Any member of the University academic community can submit proposals to the Study Committee of the Senate.
44. The Regulation for Final Master's Thesis Preparation and Defence shall come into force for students enrolled in studies at the University since the academic year of 2018-2019.

Chairman of the Senate

Albertas Skurvydas

Secretary of the Senate

Kristina Bradauskienė

**(Example of an Individual Final Master's Thesis Preparation Plan)****INDIVIDUAL FINAL THESIS PREPARATION PLAN**

\_\_/ \_\_/ 20\_\_ - \_\_/ \_\_/ 20\_\_

Study programme:

Student's name, surname:

Supervisor's name, surname:

Entitlement o final thesis:

Research  
methodology  
(subjects, methods,  
procedures):

No.	Task	Deadline	Type of assessment
Semester of the academic year of 20__ - 20__			
1.			
2.			
Semester of the academic year of 20_ - 20__			
3.			
4.			

Supervisor's

signature

Student's signature



signature

Student's

signature

(Example of a cover page)

**LITHUANIAN SPORTS UNIVERSITY  
FACULTY OF SPORT BIOMEDICINE  
PHYSIOTHERAPY STUDY PROGRAMME**

**NAME SURNAME**

/signature/

**ENTITLEMENT OF THE FINAL THESIS**

**FINAL MASTER'S THESIS**

Scientific supervisor: Assoc. Prof. Dr. N.Surname/ signature

Adviser: Assoc. Prof. Dr. N.Surname/ signature

Final thesis supervisor *recommends/ does not recommended* the final thesis be  
assessed

Evaluation of the final thesis: *in grade and words*

Study administrator: *N.Surname /signature*

KAUNAS 2018

## (Example of a flyleaf)

**CONFIRMATION OF INDEPENDENT COMPOSITION OF THE THESIS**

I hereby declare, that the present final Master's thesis (*entitlement*).....

- .....
1. Has been carried out by myself;
  2. Has not been used in any other university in Lithuania or abroad;
  3. Have not used any references not indicated in the paper and the list of references is complete.

.....  
(Date)

.....  
(Author's name and surname)

.....  
(Signature)

**CONFIRMATION OF LIABILITY FOR THE REGULARITY OF THE LITHUANIAN LANGUAGE**

I hereby confirm the correctness of the Lithuanian language used in the final thesis.

.....  
(Date)

.....  
(Author's name and surname)

.....  
(Signature)

**FINAL MASTER'S THESIS SUPERVISOR'S ASSESSMENT**

.....  
(Date)

.....  
(Supervisor's name and surname)

.....  
(Signature)

**Reviewer of the final thesis:**

(Name, surname)

(Study administrator, name, surname)

(Signature)

**Reviewer of the final thesis:**

(Name, surname)

(Study administrator, name, surname)

(Signature)

**Final thesis supervisor:**

(Name, surname)

(Study administrator, name, surname)

(Signature)

**Final Master's thesis has been placed in ETD IS .....**



**LSU MASTER'S THESIS REVIEW  
REVIEWER'S ASSESSMENT**

Lithuanian Sports University

Code of the final thesis

Entitlement of the final thesis .....

Volume.....pages, references include .....sources ..... The paper contains ..... tables, ..... images, ..... annexes.

**Final thesis assessment criteria**

**Scientific level of the final thesis** (relevance and significance of the selected topic, formulation of the topic, clearness of the hypothesis, author's familiarity with other scientists' latest works, validity of the research methods and statistical data analysis, level of interpretation of research findings, validity of conclusions and recommendations) (weighted coefficient - 0.80);

**Integrity of the final thesis, completeness of content, design quality** (presence of the required elements of the thesis structure, appropriateness of the volume of the thesis, balance of the volume of the structural parts and compliance of the titles of the chapters with the text, quality of printing and visual material, academic language, consistency, correctness and laconicism, suitable presentation of tables and images, adequate presentation of questionnaires, lists of interview participants and statistical data, citation accuracy, quality of bibliographic references) (weighted coefficient – 0.20);

**QUESTIONS****Overall conclusion** about the compliance of the final Master's thesis with the requirements**Grade** (it is requested to provide an assessment, which, in your opinion, best reflects the overall level of the work)

(Date of the review)

LSU MASTER'S THESIS ASSESSMENT  
SUPERVISOR'S ASSESSMENT

Lithuanian Sports University..... Code of the final thesis

Entitlement of the final thesis.....

**Student's ability to plan time and organize work, ability to evaluate research data, present systematic research results, assimilation of research methods, initiative, creativity, punctuality.**

**Overall  
conclusion**

**Grade** (it is requested to provide an assessment, which, in your opinion, best reflects the overall level of the work)

(Date  
)

## (Example of a typical final thesis presentation assessment form)

**FINAL MASTER'S THESIS PRESENTATION ASSESSMENT FORM**

Study programme: \_\_\_\_\_

Date: \_\_\_\_\_

Student's name and surname: \_\_\_\_\_  
\_\_\_\_\_

Assessment following the criteria:

<b>CRITERIA</b>		Points (from 1 to 10)	
<b>CONTENTS</b>			
Introduction	Clear, concise, topic-oriented, problem explained clearly		Confusing, non-specific, does not reveal the topic
Content, knowledge, understanding, analysis and attitude	Comprehensive, in-depth knowledge, clear understanding of the key concepts used in the text; the material presented is in the interest of the audience, proper selection and analysis of information, a clear point of view, correct quotation		Superficial knowledge, key things not emphasised, content not in line with the task, does not understand the concepts used in the text, limited to facts, unspoken attitude, no logical justification, no quotation
Conclusions and summary	Concrete and constructive conclusions, a memorable generalization		Incorrectly formulated, irrelevant conclusions.
Consideration	Able to answer questions, argues logically		Not able to answer a single question
Presentation and visual material	The speech is clear, clearly audible, good pace, well organized, consistent with the given time. The material (pictures, charts, tables, videos, etc.) is clearly presented, it is related to the content.		Reading, hard to hear, inappropriate pace, unorganized. Visual material not used or difficult to understand, poorly visible, unrelated to content.

Final grade:

Committee member:

(N., surname

(signature)



**(Example of an academic appeal)**

.....  
(Student's name and surname)

Kaunas  
\_\_\_/\_\_\_/ 20\_\_\_

.....  
(Name of a study programme)

To the Appeals Board

**A c a d e m i c   a p p e a l**

**AGAINST THE EVALUATION OF THE FINAL THESIS REVIEWERS**

The appeal shall include student's request to reconsider the fairness of the evaluation. The request shall be clear and justified.

*(Student's signature)*

**(Example of an academic appeal)**

.....  
(Student's name and surname)

Kaunas  
\_\_\_/\_\_\_/ 20\_\_\_

.....  
(Name of a study programme)

To the Appeals Board

**A c a d e m i c   a p p e a l**

**AGAINST THE FINAL THESIS GRADE**

The appeal shall include student's request to reconsider the final thesis grade. The request shall be clear and justified.

*(Student's signature)*