Information about the mandatory mid-course meeting in the course Degree Project E (Examensarbete E)

The meeting is intended to provide training and feedback for the students concerning written and oral presentation. In addition, this will be an opportunity for each student’s reviewer to assess the progress made so far. Students and their reviewers will take part in the meeting, as will examiners and in some cases supervisors.

Before the meeting, each student shall submit the presentation in some form. Each student shall also submit a draft version of the thesis. At this point no part of the report is “definitely” finished, but there should be an introduction including the background, motivation and research questions. For the other sections it is sufficient with a brief outline at this point. These documents will be made available to all participants prior to the meeting.

All students take part during the entire meeting. Each student will give a 10 minute presentation followed by 5-10 minutes constructive feedback from the audience. The reviewer will give each student individual feedback later.

General recommendations:
- Make clear what the goals of a thesis are
- What exactly is going to be your contribution?
- Find right level: not too much details or technicalities, not too high-level; what is the message that you want to make?
- Interact with the audience. Don’t speak too fast, don’t speak too slow
- Use slides in a supporting way for the audience, not as a checklist for you
- Give concrete examples to make material accessible; use pictures or diagrams
- Don’t run over time
- Test the set-up of your computer + the projector beforehand