***Annex V /1***

**ÓBUDA UNIVERSITY**

**Name of Faculty**

Name of institute

**DEGREE PROJECT / THESIS WORKSHEET**

**Student name:**......................................................................... Degree project number:…………………………

**Registration number:**............................................................... **Neptun identifier:**...............................................

**Major, specialty:**.........................................................................................................................................

**Title of study:**.................................................................................................................................

**Title of study in English:**...................................................................................................................

**Task details:** ..............................................................................................................................................

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**Name of supervisor within institute**:..............................................................................................................

**Name of external supervisor**:.......................................................................................................................

**Place of work:**........................................................................................................................................

**Limitation period of the subject issued:**.................................................................................................

**Deadline for submission:**..............................................................................................................................

**Final examination subjects:**.........................................................................................................................

.............................................................................................................................................................

The degree project is confidential / not confidential.

...............................................

Issued in Budapest, ….. ………… 20…. L.S. Head of Institute

The degree project is found to be suitable for submission:

…… day ……………… month 20…. year …… day ……………… month 20…. year

.................................................. ............................................….

 internal supervisor external supervisor

***Annex V/2***

**ÓBUDA UNIVERSITY**

**Name of Faculty**

**DEGREE PROJECT CONSULTATION LOG**

Student’s name: Neptun code: Specialty:

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Phone number: Mailing address:

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Degree project title in Hungarian:

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Degree project title in English:

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|  |  |  |
| --- | --- | --- |
| Supervisor within institute: |  | External supervisor:  |
| ................................................................................... |  |  |  | ....................................................................................... |
| Please write the data in printed capital letters!  |  |  |
|  |  |  |  |  |  |
|  | **Occ.** | **Date** | **Content**  |  | **Signature**  |
|  | **1.** |  |  |  |  |
|  | **2.** |  |  |  |  |
|  | **3.** |  |  |  |  |
|  | **4.** |  |  |  |  |

The Consultation log is required to be countersigned by either supervisor on a total of 4 occasions of consultation.

The student has complied with the signature requirement of the subject titled “Degree project”.

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Supervisor within institute

***Annex V/3***

**ÓBUDA UNIVERSITY**

**Name of Faculty**

**THESIS CONSULTATION LOG**

Student’s name: Neptun code: Specialty:

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Phone number: Mailing address:

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Thesis title in Hungarian:

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Thesis title in English:

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| --- | --- | --- |
| Supervisor within institute: |  | External supervisor: |
| ................................................................................... |  |  |  | ....................................................................................... |
| Please write the data in printed capital letters!  |  |  |
|  |  |  |  |  |  |
|  | **Occ.** | **Date**  | **Content**  |  | **Signature**  |
|  | **1.** |  |  |  |  |
|  | **2.** |  |  |  |  |
|  | **3.** |  |  |  |  |
|  | **4.** |  |  |  |  |

The Consultation log is required to be countersigned by either supervisor on a total of 4 occasions of consultation.

Student’s intra-semester grade based on compliance with the requirements of the subjects titled Thesis I and Thesis II, respectively: …. .

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Supervisor within institute

***Annex V/4***

**ÓBUDA UNIVERSITY**

**Name of Faculty**

**CRITERIA FOR DEGREE PROJECT / THESIS ASSESSMENT**

The purpose of completing a degree project / thesis is to make students individually solve a complex task in line with their specialty at the end of their study period, by which they shall prove to have the knowledge and skills meeting the requirements specified in the training objectives.

In order to obtain an engineering qualification, each student is required to complete a degree project / thesis and to defend it before the Final Examination Committee. The result of the degree project / thesis shall be established by the Final Examination Committee.

A one or two page referee’s textual opinion is expected for degree project / thesis assessment, by which the grade proposed can be supported. It should detail which parts of the task have been solved properly by the student; highlights may include the correctness and well-foundedness of the student’s decisions, method selection, the comprehensiveness and level of detail of the solution.

The following criteria are requested to be asserted in the assessment in respect of the above:

1. Conformity of solving the task with the task issued.
2. Standard of solving the task in view of domestic and international professional expectations.
3. Correctness and completeness of the theoretical solution; presentation of alternative solutions.
4. Applicability and completeness of the practical solution.
5. Assessment of the student’s suitability for independent creative engineering work, professional skills, and ability to systematize.
6. Unity of content and form in the work (appropriate discussion of the importance of each chapter and section to an adequate extent), correctness of references.
7. Does the degree project / thesis include quotations without references? (In case of plagiarism, the work is not allowed to be submitted and defended.)
8. Formal appearance of the degree project / thesis.
9. Composition style, correct use of Hungarian professional terminology of technology and economics; adherence to regulations and standards.

To finish the assessment, the referee is requested to formulate 3 questions regarding the degree project / thesis which the student will answer when defending his / her thesis before the Final Examination Committee.

***Annex V/5***

**ÓBUDA UNIVERSITY**

**Binding pattern**

* Black, hard cover, imitation leather binding, gold lettering
* Wording centrally arranged in the upper one third of the page: “Degree project” for a BSc course, “Thesis” for an MSc course
* Bottom left corner: university and faculty letter codes (e.g.: OE-KVK) and the year of submission
* Bottom right corner: student’s name with the student’s registration number under it
* Name and year on the spine of the cover



**Name of Faculty**

**Name of Institute**

**DEGREE PROJECT**

**or**

**THESIS**

|  |  |  |
| --- | --- | --- |
| **OE-KVK** | Student’s name: | **Gipsz, Jakab** |
| **2010.** | Student’s registration number:  | **T-000123/FI12904/KVI** |

***Annex V/6***

**ÓBUDA UNIVERSITY**

**Name of Faculty**

**STUDENT’S DECLARATION**

I the undersigned student hereby declare that this degree project / thesis is the result of my own work; I have disclosed the references and tools used in an identifiable manner. The results indicated in the degree project / thesis completed may be used by the university and the institution announcing the task to their own purposes free of charge, subject to any restrictions regarding confidentiality.

Dated: Budapest, ...... ....................... 20...

..................................................

student’s signature

***Annex V/7***

**Plagiarism**

**Definition:**

Plagiarism means the use of the thoughts, concepts, words and sentences of other authors without the person framing the work referring thereto in such work.

Plagiarism means the unlawful use of the intellectual products of others; however, this does not mean that others’ thoughts cannot be known and used, but they may not be indicated as your own. In respect of any thoughts not backed by a reference, the author of the work asserts them to be their own original ideas.

**Forms:**

* The author takes over materials literally, word for word (even if sentences only from other sources), and fails to indicate their sources and does not use quotation marks;
* Paraphrasing a detail of a text, that is, reformulating it with the author’s own words and not taking it over literally, when there is no reference to the source thereof;
* In case of taking over figures, statistical data or illustrations, there is no reference to the source thereof;
* Translation / quotation of foreign language sources without own ideas, with no reference to the source thereof.

Information, data and thoughts from the internet are also subject to referencing to their sources in the same way as if they had been published in a printed form.

**Consequence:**

Based on the work available, any of the university professors, referees, or members of the examination committee are entitled to establish the fact of plagiarism. In debatable cases the Dean shall designate an assessor to clearly establish the fact thereof. The supervisor of the degree project / thesis shall be obligated to act with increased care in terms of plagiarism in the course of consultations on the degree project / thesis.

The student shall be required to enclose a declaration to his / her written work submitted – bound therein, stating by being aware of his / her own disciplinary liability - that such written work is his / her own work.

Having regard to the degree of the act of the plagiarism committed, and taking into consideration the principle of progressivity, plagiarism may be sanctioned by the following: impossible to assess; fail mark; disciplinary proceedings.