



# Steps to follow for writing the master's thesis

**STEP 1: Choice of subject**

**STEP 2 : Proposal**

**STEP 3 : Writing**

**STEP 4: Intermediate version**

**STEP 5: Final version**

Before the first appointment, the student must :

1. Have read the page on the website:  
<https://www.unifr.ch/tim/en/lehre/master-theses/>
2. Have an idea of the subject/theme they would like to work on
  - The subject can be chosen freely, but the Chair suggests general themes that the student can develop.
  - Academic literature should be an initial source of inspiration.

Once this has been done, the student can send an email to the assistant, to discuss the choice, at the following address [Mathilde.pittet@unifr.ch](mailto:Mathilde.pittet@unifr.ch)

Once the theme has been validated, the student can start writing the proposal

1. Proposal content :
  - Student's details (name, first name, student no) and title of the thesis
  - Description of the problem, contribution and main research questions
  - Literature review
  - Data that will be used
  - Methodology (interviews, large-scale empirical surveys, etc.)
  - Preliminary plan
  - Bibliography
2. Maximum 5 pages of text (excluding cover page, provisional plan and bibliography)
3. The deadline for correcting the proposal is 2 weeks
4. Once the first proposal has been corrected, the student makes the necessary corrections and can submit it a second time

- Once the proposal has been validated, the student can begin drafting his/her work
- Students can contact the assistant if they have any important questions. However, the assignment is written independently (and counts towards the grade)

## Step 4 : Intermediate version

- Students may submit an intermediate version of their Master's thesis for correction
- PDF and Word format
- The deadline for correcting the intermediate version is 1 month

## Step 5 : Final version

- The student makes the suggested corrections and once this has been done, the student submits his/her work to the Dean's Office in accordance with the regulations
- When submitting the final version, the student must also provide the teacher with the material used (data, script, and procedure) for the empirical part as well as a word and pdf file of the final version of the work
- The deadline for correcting the intermediate version is 3 months



**Questions ?  
Send an email to the  
assistant**