



# Bachelor's Thesis in Informatics

## 1 Guidelines

### 1.1 Definition

The Bachelor's Thesis is a written paper done independently by the student and worth 18 ECTS credits. It is supervised by an IfI professor (=“responsible person”) and, if necessary, co-supervised by other persons (= “supervisors”) and must<sup>1</sup> be written in the chosen major subject.

### 1.2 Time and duration

As a rule, the Bachelor's Thesis is written in the last semester of the Bachelor's level. Before starting the Bachelor's Thesis, you must have submitted the final report of the Informatics Internship. The presentation of the internship can be done later. You have a maximum of six months for the Bachelor's Thesis (according to the dates defined in the registration form, see section 2.2 below). This regulation allows you to start the Bachelor's Thesis already during the last semester of the Bachelor's level and thus enables a speedy completion of studies.

### 1.3 External/Interdisciplinary Bachelor's Theses

The Bachelor's Thesis must always be supervised by an IfI professor. Whether the work is co-supervised by an external person or completed at a company is the decision of the responsible person.

### 1.4 Form of the Bachelor's Thesis/Copyright

Please refer to the fact sheet (available on the IfI website) on the “Preparation of Bachelor's and Master's Theses in Informatics”. According to current law, the copyrights for written work and the artefacts created in the course of such work are held by the students, but you must sign the “Agreement on the rights to written works and artifacts” on the registration form when starting with your Bachelor's Thesis.

## 2 Procedure

### 2.1 Planning the Bachelor's Thesis

Contact the desired professor in good time (approx. 4 to 6 weeks) before the planned start. Please refer to the information on the respective websites of the research groups. There is no entitlement to supervision by a specific person (so you may have to ask another responsible person).

### 2.2 Theme issue and registration

You discuss the topic with the responsible person and, if applicable, the supervisor and then jointly fill out the form “Registration for Bachelor and Master Theses in Informatics”. This registration form must be sent from a UZH email account to [studies@ifi.uzh.ch](mailto:studies@ifi.uzh.ch), either by the responsible person or by you (with the responsible person in CC). Your thesis is considered “officially registered” only once you receive the registration confirmation email from the Study Coordination.

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<sup>1</sup> For students of Informatics who start their thesis before 1 August 2022, this requirement does not apply. For them, as before, the thesis should, if possible, be completed in the area of the major study program.



### **2.3 Support**

The supervisor is your point of contact during the preparation of the Bachelor's Thesis for the discussion of the assignment, disposition, any difficulties and questions.

### **2.4 Submission**

Following the fact sheet "Preparation of Bachelor's and Master's Theses in Informatics", send your completed Bachelor's Thesis from your UZH email account to [studies@ifi.uzh.ch](mailto:studies@ifi.uzh.ch) no later than 6 months after the start of the thesis (according to the field "Start date" on the registration form). You will see the exact deadlines in the registration confirmation email. Allow some loading time for large files. Bachelor's Theses submitted late or in an incorrect form are considered failed.

### **2.5 Evaluation and crediting**

The responsible person evaluates the submitted work with a grade. The ECTS credits are recorded by the Dean's Office of the Faculty of Business, Economics and Informatics, and listed on the next transcript of records.

### **2.6 Repetition of failed work**

The Bachelor's Thesis can be repeated exactly once, whereas a new topic must be chosen. A repeated Bachelor's Thesis can be supervised by another responsible person. Even in the case of a repetition, there is no entitlement to supervision by a specific person.