



Preparation of Bachelor's and Master's Theses in Informatics

1 The framework

A **cover sheet** contains the following information (example at the end):

1. Title
2. Type of work
3. Name of the student
4. Student ID number ("Matrikelnummer")
5. Name of the department
6. Name of the supervising professor
7. Name of the additional supervisor, if applicable
8. Submission date

1.1 Structure

An **abstract** summarizes the paper in its main points and findings. At least one abstract must be submitted in the language of the thesis.

The **table of contents** contains the structure of the elaboration in sections and subsections with page references.

An **introduction** contains the task in verbal form understandable even to the uninitiated and establishes the connection with similar related work.

In the **main part** of the paper, a decomposition into subtasks should be presented. If possible, it is divided into task, possible solutions, the chosen solution path, results and problems.

The main part of the paper is followed by a **summary and evaluation/own assessment** of the most important results. This summary should at the same time clearly show to what extent the results are the author's own work.

In the **bibliography**, all sources from which citations were made or which were consulted for the work are listed in a uniform manner. The references are sorted in ascending order according to the first named author.

In general, complete programs, primarily in a documentation-friendly higher programming language, other details, circuit diagrams, technical data, photographs of laboratory setups and the like belong in an **appendix**. However, a paper should be comprehensible and self-contained even without an appendix. For the appendix of a written work, confidentiality can be agreed upon after approval by the supervising professor. In principle, the written work is public. The supervising professor decides whether the entire thesis or only the abstract is published on the UZH websites.

The supervising professor can give further specifications regarding the structure.



1.2 Submission

Final papers must be submitted **in electronic form (sent from the UZH email address) to studies@ifi.uzh.ch**. The following files are required:

- a PDF file with the complete thesis, including all appendices
- Declaration of independence for written work (see template on p. 5)
- one unformatted text file for each language version of the abstract (suggested length: approx. 100 to 1000 words)

These files are mandatory so that the thesis can be recorded in the online library system. The supervising professor may require further data to be submitted.

1.3 Language and style

Regardless of the language the thesis is written in (German, English, French...), it is not expected to contain any grammatical errors or spelling mistakes. Special attention should be paid to the linguistic style: A “journalistic” style of writing is inappropriate even for practical topics.

In case of doubt, it is recommended to have the linguistic quality of the paper reviewed and corrected by a knowledgeable third party before submission. Please note: Corrections to the contents must be documented in the same way as citations. Mere corrections of grammar and spelling do not have to be documented.

The author must decide on a uniform citation method and adhere to it consistently. Even non-literal quotations or source-specific theses, findings or empirical results are to be referenced, as are figures or tables, if they were taken from other sources. If possible, the most recent version of a reference used (e.g., the most recent edition of a book or the most recent version of a work report) is to be used; reasons for doing otherwise must be justified.

Example:

Source reference in text: “...as stated in [Date90], ...”

Indication in the bibliography:

[Date90] Date, C. J.

An Introduction to Database Systems, Vol. 1, 5th Ed., Addison-Wesley, 1990.

Attention: A paper can be rejected solely because of formal shortcomings without any further professional assessment, i.e., even a paper that is excellent in terms of content can be rejected or at least be given an assessment that is disappointing for the author if it does not meet the formal requirements.

1.4 Copyright

At the beginning of the work, the student signs the “Agreement on the rights to written works and artifacts in Informatics at the University of Zurich”. All publications of the thesis must be marked on the cover sheet as a Bachelor’s or Master’s Thesis at the Department of Informatics at the University of Zurich.

2 What an elaboration should not be

The elaboration is not a mere copy of a protocol that may have been kept during the work. Not all erroneous paths and alternatives should be described in as much detail as the path ultimately taken. Also, the chronological order of the work does not have to



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correspond to the order of the sections of the paper.

Not all considerations are equally important. Move detailed calculations and side considerations into an appendix.

The thesis should not be a repetition of a book or of individual sections from books or lectures. List important results that you take from books and cite the source (for books, cite the page number).

3 How the whole thesis will be evaluated

For the evaluation of the work, the scientific quality is of particular importance. This means, among other things, that the following criteria must be met:

- Methodical approach
- Elaboration (structure, language)
- Discussion of the results (criticism, suggestions for continuation)
- Practical work (usability)
- Transparency
- Quality and precision of documentation

Initiative or own contribution, independence, and determination are also taken into account.

The length of the thesis is not a measure of quality, as long as the thesis is within the usual scope for the subject area. In case of doubt, your supervisor will be happy to advise you on how detailed the written work should be.

Define terms and facts briefly and precisely. Ensure consistency in the presentation. Avoid expressions that are known as technical jargon from data centers or laboratories. In case you are not writing in English anyway, use terms in the respective language (if good ones exist for the subject to be expressed).

Take your cue from the written theses of others, which are published on the IfI website under Research > Publications.



Example of a cover sheet:

**Construction and Initial Ignition
of a Self-propelling Euphoria Generator**

Bachelor's Thesis in Informatics
submitted by
Margarete Digitalovich, née Analogovsky
Student ID no. 08-15

**Department of Informatics
of the University of Zurich
Prof. Dr. A. Zweistein**

Supervisor: Ruprecht Knecht
Submission of the thesis: 11.11.2022



Declaration of independence for written work

I hereby declare that I have composed this work independently and without the use of any aids other than those declared (including generative AI such as ChatGPT). I am aware that I take full responsibility for the scientific character of the submitted text myself, even if AI aids were used and declared (after written confirmation by the supervising professor). All passages taken verbatim or in sense from published or unpublished writings are identified as such. The work has not yet been submitted in the same or similar form or in excerpts as part of another examination.

Zürich,

Signature of student