

# Study guide

## Graduation project 2023-2024

### Master Electrical Engineering



Course codes & credits: 5G040, 40 EC  
5G045, 45 EC  
5EEIDD30, 30 EC  
5EEIDD225, 22.5 EC

Level: Master

Program: Electrical Engineering

Responsible lecturer: prof.dr. Marion Matters-Kammerer: [m.matters@tue.nl](mailto:m.matters@tue.nl)

Contact person: dr. Elmine Meyer: [e.meyer@tue.nl](mailto:e.meyer@tue.nl)

This study guide applies to students starting the graduation project of the master Electrical Engineering in the academic year 2023-2024.

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# 1 Introduction

The graduation project is a research project on an Electrical Engineering topic, supervised by a staff member of the department of Electrical Engineering (EE). The graduation project can be supervised by an EE assistant professor, associate or full professor, or anyone explicitly appointed by the Examination Committee EE. The graduation project offers you the opportunity to apply your acquired knowledge, competences, and skills to a research project. The type and content of the graduation project depends on your background and ambitions. The graduation project can be carried out within the EE department, within another TU/e department, within a company, at another university or research institute in the Netherland or abroad, as long as this is agreed upon by you and your EE supervisor. A graduation project may be preceded by lab training on equipment safety and emergency protocol.

We advise you to read through this entire study guide before you start your graduation project so that you are well informed about the whole process and know what to do and pay attention to.

## 2 Learning objectives

After completing the graduation project, you have learned to apply your knowledge and skills to a complex research problem in the domain of Electrical Engineering. You have gained experience in a mono-or multidisciplinary team within an engineering environment. This environment includes (A) a research group or institute within TU/e's electrical engineering department, or (B) a university, research institute or a company outside TU/e (note that you still have a TU/e EE supervisor in this case).

After finalizing the graduation project, you are able to:

- Formulate and analyse a scientific problem at an abstract level.
- Independently and iteratively set up, organize and perform a complex experimental and/or theoretical electrical engineering research project, while reflecting on it within the working environment.
- Gather, understand and judge scientific literature about the research topic and incorporate the current insights on the literature into the research project.
- Carefully handle data, systematically investigate, critically interpret, and formulate the results and conclusions.
- Clearly communicate about the research project both orally (presentation and discussion) and in written form (report) on a specialist and professional level.
- Contribute to and take the lead in scientific discussions related to the research project.
- Illustrate and identify the scientific and societal relevance, impact, and limitations of the results and outcomes of the project.
- Contribute creatively and with perseverance to the research project.
- Show that you have a constructive and cooperative attitude to operate in a professional environment.

## 3 Timeline

| When   | Who   | What   |
|--|---|--|
| A few months before start graduation project | Student   | <a href="#">Find a graduation project</a>  |
| A month before start graduation project      | Student & EE supervisor (& external supervisor) | <a href="#">1<sup>st</sup> meeting to discuss details</a> and <a href="#">duration of graduation project</a> |
|  | Student   | <a href="#">Submit request for approval study program to Examination Committee EE</a>                        |
|  |   | <a href="#">Register for graduation project in OSIRIS</a>  |

|   |   |  |
|---|---|--|
|   |   | <a href="#">Register for graduation project via graduation project registration webform</a>  |
|   | Non-EU/EEA-students doing a graduation project in a company | <a href="#">Register for the NUFFIC-training agreement</a>   |
| First day   | Student   | Start your graduation project. Good luck!  |
| During graduation project                                 | Student & EE supervisor (& external supervisor)             | <a href="#">Work on your graduation project and graduation report</a>  |
| Before halfway presentation                               | EE supervisor   | <a href="#">Submit proposal composition graduation committee to Examination Committee EE</a><br><a href="#">Organize halfway presentation and invite members graduation committee and external supervisor</a>  |
|   | Student   | <a href="#">Prepare a halfway presentation and write a preliminary report</a>  |
|   | EE supervisor   | <a href="#">Share preliminary report with members graduation committee and external supervisor</a>   |
| Halfway presentation                                      | Student & graduation committee                              | <a href="#">Give halfway presentation</a>  |
| After halfway presentation                                | Student & EE supervisor (& external supervisor)             | <a href="#">Incorporate halfway feedback in remainder of graduation project</a>  |
| During graduation project                                 | Student & EE supervisor (& external supervisor)             | <a href="#">Work on your graduation project and write your graduation report aiming to finalize at the planned end date</a>  |
| Before final presentation                                 | EE supervisor   | <a href="#">Organize final presentation and invite members graduation committee and external supervisor</a>  |
|   | Student & EE supervisor (& external supervisor)             | <a href="#">Decide whether your graduation report should be handled confidentially.</a>  |
|   | Student   | <a href="#">If confidentiality is imposed, write a public summary or public version depending on the duration of the confidentiality period in addition to your graduation report</a><br><a href="#">Prepare your final presentation and defense</a> |
| At least 10 working days before your final presentation   | Student   | <a href="#">Send graduation report to your EE supervisor and CSA EE. Include a signed Code of Conduct for the Master's thesis and, if applicable, the public summary or public version</a>   |
| At least 6-10 working days before your final presentation | EE supervisor   | <a href="#">Test the graduation report for fraud and plagiarism</a>  |
|   |   | <a href="#">Share the graduation report with the members of graduation committee and external supervisor</a>   |
| At least 1-5 working days before your final presentation  | Graduation committee  | <a href="#">Assess the graduation report</a>   |
| Last day - final presentation                             | Student & graduation committee                              | <a href="#">Give final presentation about your graduation project and defend it against your graduation committee</a>  |
| Last day - final assessment                               | Graduation committee  | <a href="#">Assess and grade the graduation project right after the final presentation</a>   |
| Last day - after final assessment                         | Student & graduation committee                              | <a href="#">You are informed about your grade</a>  |
|   | Chair graduation committee                                  | <a href="#">Email final assessment form to CSA EE.</a>   |

## 4 Finding a graduation project

The initiative for finding a graduation project and an EE supervisor lies with you. Be pro-active and start looking for a graduation project and EE supervisor on time.

There are a number of ways to find a graduation project.

### 4.1 Finding a graduation project in the EE department

You can find a graduation project in the [Master Marketplace](#), an online platform where you can browse through all available graduation projects of the EE research groups. Graduation projects are continuously added throughout the year by the EE research groups. When you see a graduation project you want to do, you should contact the indicated staff member.

You can also find graduation projects via the websites of the EE research groups: [CS](#), [ECO](#), [EES](#), [EM](#), [EPE](#), [ES](#), [IC](#), [PHI](#) and [SPS](#). These websites also give information about the current research of the research groups and about the researchers connected to the research group including contact details. If you already know an EE staff member of a research group you are interested in, you can contact them to indicate you are interested in doing a graduation project at their research group and ask for current possibilities or share your own ideas about your graduation project.

### 4.2 Finding a graduation project in a company

Maybe you have a specific company in mind where you want to do your graduation project. Start by reading the company's website for information about current possibilities and about company contacts within the EE department. A graduation project at a company should always be supervised by an EE supervisor, so make sure to find an EE supervisor yourself that matches the company's field of research. A graduation project at a company should be of sufficient level for a master student, large enough for the minimal duration, and daily supervised by an external supervisor (in addition to the EE supervisor who is ultimately responsible for your graduation project). The external supervisor should minimally hold a MSc degree in the technical science domains.

### 4.3 Finding a graduation project abroad

Maybe you are interested in going abroad for your graduation project. This can be of great value for you. You can immerse yourself in another culture and develop new skills.

A graduation project abroad should be of a sufficient level for a master's student, meet the minimal duration criteria and be supervised daily by an external supervisor (in addition to the EE supervisor who is ultimately responsible for your graduation project).

A good starting point for finding a graduation project abroad at specific universities, research institutions or companies is the network of EE staff members and research groups. Many of the EE staff members have excellent connections abroad. If you already know an EE staff member, you can contact them to discuss international options. The [mentors of the research groups](#) are another good starting point to discuss international options.

The [International Office EE](#) can also help you to find a graduation project abroad. The International Office of EE can inform you about international partner universities and can provide you with an overview of international universities, research institutes and companies where EE students have been in the past. You can also read [Experience Reports](#) of students who went abroad before you.

It is very important to keep in mind that arranging a graduation project abroad takes time. You should start arranging this well in advance. Within TU/e the registration system [Mobility Online](#) is used to register all international incoming and outgoing exchange. If you go abroad for your graduation project, you must go through

the application procedure of our university and the faculty of Electrical Engineering (e.g. Mobility Online). This can easily take 4 to 6 weeks. The [International Office EE](#) can assist you with your registration and provide important information.

If you are interested in doing a graduation project abroad, please read [this website](#) and all its subpages carefully for more information on how to arrange this.

#### 4.4 Finding an EE supervisor

As mentioned above, you must find an EE supervisor for your graduation project yourself. A graduation project can be supervised by an EE assistant professor, associate professor or full/part-time professor, or anyone explicitly appointed by the Examination Committee EE. The EE supervisor is ultimately responsible for your graduation project. If you do your graduation project within the university the EE supervisor can appoint another staff member, like a PhD or postdoc, as your daily supervisor.

Once you have found a graduation project, meet up with your EE supervisor and discuss the details of your graduation project (e.g. contents, scope, location and planning of your graduation project) plus any other questions you might have.

## 5 Starting criteria and registration

### 5.1 Starting criteria

You are allowed to start your graduation project if:

1. a maximum of 10 EC of your free electives is open,
2. the remainder of your study program is completed, and
3. your study program has been approved by the Examination Committee EE.

#### 5.1.1 Approval of study program by Examination Committee EE

You have already submitted your study program for approval to the Examination Committee EE in your 1<sup>st</sup> master year. Please check in OSIRIS if your study program is approved. If it is, no further action is required. If you have not submitted your study program yet, please do so now (see below). If you have submitted your study program, but your study program has changed in the meantime, you need to resubmit your study program for approval (see below).

You should submit your study program for approval to the Examination Committee EE via the [Master Marketplace](#):

- You can download the form *Approval study package Master EE* or *Approval study package Master track AIES* as an Excel file [here](#) and fill in all your courses manually, or
- You can use the course planner of the Master Marketplace to plan all your courses and
- Use the 'Download Filled Approval Form' button to generate an Excel (EE Approval study package form) with all the courses filled in and complete it further manually (where applicable).
- Send the completed Excel to the Examination Committee EE via [Osiris Case](#) for official approval. Use article 3.6 from the OER MSc EE 2023-2024 as reference.

If you are following the AIES-track, it is not possible to use the 'Download Filled Approval Form' button to download the AIES-related courses in an Excel. Instead, use the Approval study package Master track AIES file, which you can download from the [AIES-track page](#). Some mandatory courses have already been filled in, but you must add your specific AIES-courses to the Excel yourself. After completing the Excel, send it to the Examination Committee EE via [Osiris Case](#).

If you are obtaining an internal double diploma, please follow [this](#) procedure.

## 5.2 Registration

You must register for your graduation project in OSIRIS *and* through the graduation project registration webform.

### 5.2.1 OSIRIS registration

You must register for the graduation project in OSIRIS. Check your study progress overview in OSIRIS to find the correct graduation project registration code for you.

- For students who started their master program EE in the academic year 2018-2019 or after that, the graduation project registration code is [5G045](#).
- For students who started their master program EE in the academic year 2017-2018 or before that, the graduation project registration code is [5G040](#).
- For SENSE students & PIXNET students the graduation project registration code is [5G045](#).
- For students of an internal double diploma the graduation project registration code is [5EEIDD225](#) (combined graduation project 45 EC) or [5EEIDD30](#) (combined graduation project 60 EC).

### 5.2.2 Graduation project registration webform

You must also register for the graduation project through the [graduation project registration webform](#). Make sure you discuss all the details of your graduation project with your EE supervisor before filling out and submitting the webform. Your submitted graduation project registration webform will be sent to your EE supervisor and CSA EE who will check whether your registration is correct. After receiving a confirmation e-mail, you can start your graduation project. If anything is incorrect you will be notified by CSA EE. In some cases you will be asked to resubmit the registration webform (e.g. when the provided information is incorrect), in other cases your graduation project cannot proceed (e.g. when you do not meet the starting criteria).

### 5.2.3 For non-EU/EEA students: NUFFIC training agreement

Non-EU/EEA-students who do a graduation project in a company in the Netherlands, need a mandatory additional agreement ([the NUFFIC training agreement](#)). Dutch law requires that copies of the agreement are kept by both the graduation project provider and TU/e. You can find more information at [the Study in Holland-website](#). The NUFFIC training agreement should be signed by the managing director of the Department of Electrical Engineering. Please hand in a digital or printed version of your NUFFIC training agreement via [International Office EE](#) or at Flux 0.124. A signed version of the agreement will be returned to you as soon as possible.

### 5.2.4 Company contract

If you do your graduation project at a company, the company might want you to sign a company contract. The company contract can include things like payment/allowance, insurance, working hours, legal information, intellectual property, confidentiality, etc. The company might have its own company contract; otherwise [the TU/e's model work place contract](#) can be used. Before you sign a company contract have it checked for you via CSA EE. You can upload your contract via the [graduation project contract form](#). The contract can be a tripartite contract (you, the company and TU/e sign it) or a bipartite contract (only you and the company sign it). In case of a tripartite contract, the contract may only be signed on behalf of TU/e by Mrs. Jolie van Wevelingen, managing director of the EE department. This will also be arranged for you via CSA EE. Your EE supervisor should not sign the company contract.

If you do your graduation project at ASML, please consult [this website](#) about the framework agreement between TU/e and ASML.

### 5.2.5 Non-disclosure agreement

In case the company wants to impose a non-disclosure agreement (NDA) for you and/or your EE supervisor and graduation committee members, please email the NDA to [CSA EE](#) for checks before any of you sign it.

### 5.3 Internal double diploma

For students doing an internal double diploma, a combined graduation project is generally part of the internal double diploma program. The core aspects of both master programs have to be clearly identifiable in the graduation project. This will be assessed by each of the Examination Committees for their own program.

A combined graduation project is usually 60 EC, depending on the regular sizes of the graduation projects of the programs involved, and the contribution of each program is 50%. The number of credits for the combined graduation project is determined as follows: the largest credit count of the graduation project of the programs involved plus 15 credits. For example, if the graduation project of program A regularly has a size of 30 EC and the graduation project of program B 45 EC, then the combined graduation project has a size of  $45 \text{ EC} + 15 \text{ EC} = 60 \text{ EC}$ .

The combined graduation project is graded within one assessment committee and is assessed with two grades, one for each program.

Another option for students doing an internal double diploma is to do two separate graduation projects. When two separate graduation projects are taken the graduation project of program B is part of 'courses 2<sup>nd</sup> program' in program A and vice versa. Please bear in mind to not cross the minimum and maximum number of credits for an internal double diploma program: a minimum of 165 credits and a maximum of 195 credits. More information about the internal double diploma for master programs can be found [here](#).

## 6 Duration

### 6.1 Duration of the graduation project

For students who started their master program EE in the academic year 2018-2019 or after that, the duration of the graduation project is 32 weeks fulltime. This corresponds to 45 EC.

For students who started their master program EE in the academic year 2017-2018 or before that, the duration of the graduation project is 28 weeks fulltime. This corresponds to 40 EC.

For SENSE students & PIXNET students, the duration of the graduation project is 32 weeks fulltime. This corresponds to 45 EC.

For students of an internal double diploma with a combined graduation project, the duration of the graduation project is 42 weeks. This corresponds to 60 EC.

On the graduation project registration webform you should clearly specify the start date and end date of your graduation project. Make sure to discuss the start date and end date with your EE supervisor, and if applicable also with your external supervisor, before submitting the webform. When planning your graduation project, you and your supervisor(s) should take holidays into account. Taking into account holidays, the actual duration of the graduation project should meet the criteria listed above. In case holidays are included in the duration you must mention the holiday periods in the webform.

Graduation projects are typically done in fulltime. Doing a graduation project in parttime is possible, but only with good reason and with the approval of your EE supervisor and the Examination Committee EE.

### 6.2 Postponing the graduation project end-date

If there are circumstances (personal or project-related) for which you need to postpone the end date of your graduation project, you should hand in your request in writing to the [Examination Committee EE](#) with a motivation



given by your EE supervisor. You need to do this at least one month before your planned end date as stated in the graduation project registration webform. The Examination Committee EE can allow to postpone the end date to a maximum of two months; in exceptional cases the Examination Committee EE can allow to postpone the end date with more than two months.

## 7 During the graduation project

You start working on your graduation project. Make sure to maintain regular contact with your EE supervisor or daily contact person and, if applicable, your external supervisor about your progress and to discuss your results and questions. At the start of the graduation project, discuss with your EE supervisor or daily contact person and, if applicable, your external supervisor how you will keep in contact (e.g., face-to-face meetings, online Teams meeting, or via email) and with what frequency. During your graduation project, adapt the communication, when necessary, e.g., if you encounter a problem. Keep in mind that your EE supervisor is there to help you, so do not hesitate to contact them if you are worried about something concerning your graduation project. In case you do not feel comfortable discussing a certain project-related or personal issue with your EE supervisor, you can contact the [academic advisor](#).

In the [optional feedback form halfway presentation](#), [graduation project assessment form](#), and the [assessment guidelines for master projects](#), you can find more information about the assessment criteria that apply to the graduation project. Keep these in mind, make sure to work on these and embed these in your graduation project.

If you do your graduation project in a company, the company might want to impose an embargo period if the company believes that (commercial) interests may be harmed by publication of your graduation report. This means that your report may not be published during the embargo period and may therefore not be published in the TU/e library within that timeframe. The imposition of an embargo must be announced by the company in good time; at the latest two weeks before you submit your graduation report. It is wise, however, to check this well in advance. You can read more about [confidentiality in section 11](#).

## 8 Graduation committee

A graduation committee will assess and grade your graduation project.

Prior to your halfway presentation, your EE supervisor must submit a proposal for the composition of your graduation committee to the Examination Committee EE. Your EE supervisor can use the forms provided [here](#) for this. The Examination Committee EE needs to approve the proposal and informs your EE supervisor on the validity of the composition of your graduation committee.

A graduation committee consists of at least three voting members and one or two non-voting (advisory) members. At least one voting member comes from a different research group than the group of your EE supervisor. The [Regulations of the Examination Committee EE, see Appendix 9b](#) stipulate strict rules regarding the setup of a graduation committee. Your EE supervisor should take these rules into account when forming your graduation committee. All deviations from these rules require permission from the Examination Committee EE.

The secretary of the Examination Committee EE will verify the composition of your graduation committee to your EE supervisor.

## 9 Halfway presentation

The halfway presentation is a non-public event during which you present the status of your graduation project to the members of your graduation committee by means of a presentation and a preliminary report. The requirements for the presentation and preliminary report are agreed between you and your EE supervisor. Your EE

supervisor organizes the halfway presentation and invites the members of your graduation committee and, if applicable, your external supervisor to attend. Halfway presentations are held on campus, but in consultation with your supervisor and graduation committee the halfway presentation can also be organized hybrid or online.

In preparation of the halfway presentation, you write a preliminary report. You should discuss your preliminary report with your EE supervisor and, if applicable, your external supervisor. Your EE supervisor will share your preliminary report with the members of your graduation committee and, if applicable, your external supervisor before your halfway presentation.

In preparation of the halfway presentation, you put together a presentation in which you explain the status and background of your graduation project, the progress and results of the first half your graduation project, and the future work and focus for the second half of your graduation project.

During the halfway presentation the members of your graduation committee can ask you questions and will give you feedback on the status of your graduation project, e.g. by means of using the [optional feedback form halfway presentation](#). The Professional Skills academic writing and presenting scientific information are integrated in the halfway evaluation. In case of insufficient results extra training by means of [SkillsLab workshops or trainings](#) on academic writing and/or presenting can be advised.

In the weeks after the graduation project you and your EE supervisor and, if applicable, your external supervisor should discuss how to incorporate the halfway feedback into the remainder of your graduation project.

## 10 Graduation report

The graduation project is concluded by writing a graduation report.

### 10.1 Requirements for the graduation report

The graduation report should be between 8 to 12 pages long (conform to IEEE publications format, including references, excluding appendices), which describes the project and its results, and is ready to be submitted as a regular contribution to a periodical and complies to the quality standards of scientific journals or peer-reviewed conference papers.

You must use the [mandatory title page](#) for your graduation report. Please note, it is mandatory to add the [TU/e logo](#) to the mandatory title page for your graduation report. Do not forget to do this. Your thesis is not complete without it.

### 10.2 Handing in the graduation report

At least 10 working days before your final presentation and defense, you send your graduation report to your EE supervisor and [CSA EE](#) at the same time in the same email. Make sure to include in the email a signed [declaration concerning the TU/e Code of Scientific Conduct for the Master's thesis](#). If applicable, you should also include a public summary of your graduation report or a public version of your graduation report if your company imposed an embargo, see below.

Once you have handed in your graduation report to your EE supervisor you may not alter your graduation report. This includes not altering your graduation report after your final presentation and defense.

Your EE supervisor will test your graduation report for fraud and plagiarism using the designated software Ouriginal (Urkund) before sharing your graduation report with your graduation committee. In cases where such a test is impossible for technical or confidentiality reasons, your EE supervisor must check the authenticity of your graduation report. In case fraud or plagiarism is suspected, a fraud case will be started by your EE supervisor at the Examination Committee EE. Your graduation committee will be informed by your EE supervisor and your final presentation and defense will be cancelled.

Your EE supervisor will share your graduation report with your graduation committee and, if applicable, your external supervisor. Your EE supervisor will also organize your final presentation and invite the members of your graduation committee and, if applicable, your external supervisor to attend the final presentation. The group secretary of your EE supervisor takes care of the public announcement of your final presentation.

# 11 Confidentiality

In principle, graduation reports are public and Open Access. This means that your graduation report will be published in the TU/e library. Your company may, however, choose to impose an embargo. This means your graduation report may not be published in the TU/e library during the embargo period. This also means that all other publications derived from your graduation report in e.g. scientific journals and conferences are not allowed during the embargo period. Make sure to check this in time. We advise you to discuss confidentiality from the very beginning of your graduation project with the company and EE supervisor. In this way they are informed about the process we follow and options we offer within EE (TU/e) for confidential projects.

## 11.1 Embargo for two years

If the company involved in your graduation project believes that (commercial) interests may be harmed by publication of your graduation report, the company may impose a temporary two-year embargo. This means that your report may not be published for a period of two years and may therefore not be published in the TU/e library within that timeframe. Any other publications of your graduation report are not allowed either.

The imposition of an embargo must be announced by the company in good time; at the latest two weeks before you submit your graduation report. You should check this in time with the company and make sure your EE supervisor is also notified.

In the event of a two-year embargo, you must write a public summary of your graduation report in addition to your graduation report. You may choose to write a public version of your graduation report instead of a public summary.

At least 10 working days before your final presentation and defense, you must send your graduation report *and* the public summary of your graduation report to your EE supervisor and [CSA EE](#) at the same time in the same email. Make sure to include in the email a signed [declaration concerning the TU/e Code of Scientific Conduct for the Master's thesis](#).

Your EE supervisor will check your graduation report *and* the public summary of your graduation report for fraud and plagiarism using designated software. Your graduation report will be used for purposes related to your final assessment. For this reason, the graduation report will be shared by your EE supervisor with your graduation committee and, if applicable, your external supervisor.

The public summary of your graduation report will be published during the two-year embargo in the TU/e library. After the two-year embargo your graduation report will be published in the TU/e library.

The embargo might also influence the contents of your final presentation. Make sure to check this in time and always include your EE supervisor in the communication.

## 11.2 Embargo for two-to-five years

If the company deems it necessary to impose an embargo for two-to-five years, your company must submit a substantiated request to the [Dean of the department of Electrical Engineering](#) for approval. The company must submit the request for a two-to-five years embargo in good time; at the latest two weeks before you submit your graduation report. Make sure to check this in time and always include your EE supervisor in the communication. An embargo of two-to-five years needs to be communicated and decided upon carefully between the Dean EE, the company, the EE supervisor and you.

In the event of an embargo of two-to-five years, your graduation report may not be published for a period of two-to-five years and may therefore not be published in the TU/e library within that timeframe. Any other publications of your graduation report are not allowed either.

In the event of an embargo of two-to-five years, you must write a public version of your graduation report in addition to your original graduation report. The public version should resemble the original graduation report as closely as possible. This means, as a general rule, that the public version is written by making minimally invasive changes to your original graduation report. Only the non-public aspects of your original graduation report should be adapted to create the public version. Make sure to discuss this thoroughly with your EE supervisor and your external supervisor.

At least 10 working days before your final presentation and defense, you must send your original graduation report *and* the public version of your graduation report to your EE supervisor and [CSA EE](#) at the same time in the same email. Make sure to include in the email a signed [declaration concerning the TU/e Code of Scientific Conduct for the Master's thesis](#).

Your EE supervisor will check both your original graduation report and the public version of your graduation report for fraud and plagiarism using the designated Ouriginal (Urkund) software. Your original graduation report will be used for purposes related to your final assessment. For this reason, the original graduation report will be shared with your graduation committee and, if applicable, your external supervisor.

The public version of your graduation report will be published during the embargo period in the TU/e library. The public version of your graduation report will be replaced in the TU/e library by your original graduation report after the embargo has expired.

The embargo might also influence the contents of your final presentation. Make sure to check this in time and always include your EE supervisor in the communication.

## 12 Finalizing the graduation project

### 12.1 Final presentation and defense

You conclude your graduation project in an event in which you present your graduation project in a public presentation to at least your graduation committee, EE supervisor and, if applicable, your external supervisor in which you defend your work against questions of your graduation committee. Your EE supervisor will organize your final presentation and invite the members of your graduation committee and, if applicable, your external supervisor to attend the final presentation. The group secretary of your EE supervisor takes care of the public announcement of your final presentation. Your EE supervisor, or the group secretary of your EE supervisor, should also inform CSA EE about the date of your final presentation and defense. Final presentations are held on campus, but in consultation with your supervisor and graduation committee the final presentation can also be organized hybrid or online. Your final presentation is a public event, so, if you wish, you can invite your family, friends and fellow students.

Your final presentation takes half an hour, which includes the opportunity to ask questions. You present your graduation project in such a way that your own contribution can be distinguished clearly. After your final presentation the defense takes place. In the defense, the graduation committee will question you about your graduation project and report.

### 12.2 Final assessment

Your graduation committee assesses and grades your graduation project right after your final presentation and defense during the final assessment. For this, your graduation committee uses the [graduation project assessment form](#). In the graduation project assessment form and the assessment guidelines for master projects you can find more information about the assessment criteria that apply to graduation projects of the department of EE. You are

not present during the final assessment, but you will be informed about your (sub) grade(s) immediately afterward the final assessment by your EE supervisor and graduation committee.

The final grade of your graduation project is rounded to the nearest half grade on a scale of 0 to 10. Your graduation project is considered successfully completed if it is assessed with a final grade of 6.0 or more. The final grade is only calculated if each category is completed with a minimum of 5.0 otherwise it shall be marked as NMR 'not met requirements' (NVD, 'niet voldaan'). A NVD always requires a further investigation by the Examination Committee EE before further actions are taken.

### **12.3 After the final assessment**

After the final assessment, the chair of your graduation committee (or the group secretary) emails your graduation project assessment form to CSA EE. Your grade will be processed in OSIRIS. Your graduation report will be published at TU/e library, if there are no embargo restrictions for your graduation report.

### **12.4 Graduation procedure for the master program EE**

You can find everything you need to know about and do for graduation from the master program EE [here](#).