



MASTER'S THESIS GUIDELINES

Introduction

The master's thesis is an original contribution that shows that the student can work in a scholarly manner. The master's thesis allows students to explore phenomena, questions and problems related to multilingualism and education. It also provides the opportunity to work closely with the faculty and to understand academic work.

It is a requirement to complete the European Master in Multilingualism and Education and it is worth 15 credits (375 working hours). It should be max. 15,000 words long (45 pages, 1,5 space). It can only be evaluated once students have completed all the other credits.

The master's thesis can be written in Basque, Spanish, English or French.

Purpose and Competences

The student has to show that s/he is able to conduct research in a critical way so as to be ready to conduct further independent research. The competences to be acquired are the following:

- Students will develop their critical skills when analyzing and reporting theoretical foundations in multilingualism and education
- Students will identify and define a research issue in multilingualism and education and formulate research questions in an organized and coherent manner
- Students will gain research experience by using quantitative or qualitative research methods and report their results in an organized and coherent manner.
- Students will discuss their data as related to their research questions and the state-of-the-art in multilingualism and education

The master's thesis can be theoretical or applied and can also use a qualitative or quantitative approach or a combination of both.

Organization and Structure

The organization of the master's thesis should be in most cases the following:

-Title page

- Title of the master's thesis
- Your complete name and DNI/passport
- Master's thesis. European Master in Multilingualism and Education.
- University of the Basque Country/Euskal Herriko Unibertsitatea

-Abstract

The abstract should be approximately 150 words long. It should be written in English and another language. Explain the purpose of your work, a summary of the methodology and the general findings.

-Key words. Please list 4-6 keywords.

-Table of Contents with page references (it can include various levels of headings).

-List of Tables. Include the number and title of the table and the page number where the table appears in the text.

-List of Figures. Include the number and title of the figure and the page number where the figure appears in the text.

Chapter 1. Introduction

- Purpose of the study.
- Definition of key concepts.
- Explain structure of the master's thesis.

Chapter 2. Review of the Literature

- Summary of different views on the specific topic under study and discussion of the strong and weak points of these views.
- General conclusion about recent trends in the specific topic.
- Rationale for current study explaining its possible contribution to the topic area.
- Research questions.

Chapter 3. Methodology

- Explain the design of the study.
- Provide information about participants, instruments and procedure.
- Ethical standards.

Chapter 4. Findings

-Analyses of the data according to the research questions including tables and figures when appropriate.

Chapter 5. Conclusion, Summary & Implications

- Restate the purpose of the study
- Draw conclusions taking into account your findings, the research questions and review of the literature
- Explain the limitations of the study
- Suggested areas for further research and study
- Discuss implications for education

Chapters 2 to 5 should have a brief introduction at the beginning and a summary at the end.

-References. APA style is a requirement.

-Appendices. The instruments used and other materials that can be useful can be included here. Documents confirming ethical approvals can be placed here.

Style

You have to use the APA style

<http://owl.english.purdue.edu/owl/resource/560/01/>

<http://www.apastyle.org/>

Ethics

The ethical standards must be applied in all aspects of the master's thesis. The thesis must be an original work of the author and the findings must be accurate and true. All sources must be properly referenced and any phrases and passages taken from other authors must be placed in quotation marks.

It is necessary to comply with University of the Basque Country regulations regarding Research Participants on Human Subjects.

Euskaraz: http://www.ikerkuntza.ehu.es/p273-sheticct/eu/contenidos/informacion/vri_ceish/eu_vri_etic/comite.html

Gaztelaniaz: http://www.ikerkuntza.ehu.es/p273-sheticct/es/contenidos/informacion/vri_ceish/eu_vri_etic/comite.html

Checklist for Completion of Thesis

1. **Select master's thesis supervisor** and discuss topic/question and send *Form A* (title and supervisor's agreement) to the master's committee. It is your responsibility to stay in contact with your supervisor and to keep up with deadlines. The formation of a question or questions for inquiry is the first step in the process of doing a master's thesis.

2. **Develop a prospectus** that is shared and discussed with your supervisor as a point of departure for framing the thesis project. The prospectus can be 2-3 pages long and includes your main research question and issues you would like to explore and the possible methodology you could use. It is a first step to present your ideas in a written form. The prospectus should be discussed with your supervisor. The prospectus is a discussion document that can be changed when you get feedback.

3. **Write the master's thesis proposal** in consultation with your supervisor and send *Form B* (master's thesis proposal and supervisor's agreement) to the master's committee. This is the next step and it should have: 1) An introduction (purpose and significance of the study); 2) a brief literature review 3) Research questions 4) Proposed methodology 5) References. The proposal should be about 10 pages long.

4. **Begin writing draft chapters** with guidance from your supervisor. Once it is ready send form C (master's thesis acceptance by the supervisor) to the master's committee. Proofread the draft carefully.

5. **Submit final draft** of the master's thesis to master's committee. You are required to submit three copies of the completed master's thesis to the committee at least two weeks in advance of your oral defense. There are no specific deadlines for submissions. Should the committee suggest changes in thesis, make these changes as soon as possible. Number the pages.

FORM A TITLE AND SUPERVISOR'S AGREEMENT

FULL NAME:

NAN/D.N.I.:

SUPERVISOR:

MASTER'S THESIS TITLE:

Date:

Student's signature

Supervisor's signature

FORM B. MASTER'S THESIS PROPOSAL

FULL NAME:

NAN/D.N.I.:

SUPERVISOR:

MASTER'S THESIS TITLE:

Please attach the master's thesis proposal to this form

Date:

Student's signature

Supervisor's signature



Universidad
del País Vasco

Euskal Herriko
Unibertsitatea

FORM C. MASTER'S THESIS SUPERVISOR APPROVAL

FULL NAME:

NAN/D.N.I.:

SUPERVISOR:

MASTER'S THESIS TITLE:

In my judgment the thesis and the candidate meet recognized scholarly standards for the degree and is therefore ready to proceed to Examination.

Date:

Supervisor's signature