Master's Basic Module

The Master's basic module provides students with an early introduction to the area of their selected major program. Students work out the subject matter of a module in their selected major program as well as specified academic literature and take an oral examination on it.

1 Guidelines

1.1 Definition
The Master's basic module provides a framework for students to carry out a deeper, independent investigation of their major program. The student defines the subject matter by discussing this in person with a professor from their chosen major program. This preliminary discussion also provides the opportunity to discuss the student's personal plan for the Master's program. An oral examination is taken as the assessment. The Master's basic module is a graded compulsory module worth 3 ECTS credits.

1.2 Timing and duration
The Master's basic module is usually completed during the first semester of the Master's program. It must be completed before the start of both the lecture period of the 3rd semester and the Master's project. If the Master's basic module is not completed within the first year of study, the student will not be able to have any further coursework credited toward the degree until this module has been completed. In addition, the student will not have any modules completed in the same semester as the Master's basic module credited toward the degree if the Master's basic module has not been completed during the first year of study.

1.3 Subject matter
The subject matter is agreed directly with the assessing professor. The chosen subject matter is outlined on the registration form and generally includes a basic module in the selected major program and the content of two to three specialist books (or an equivalent volume of specialist articles). The subject matter may include material from modules for which ECTS credits have already been obtained.

1.4 Assessment
A 25-minute oral examination is taken as the assessment.

1.5 Repeat examination following a fail
Failure to pass the Master's basic module is classed as a fail. Any repeat examinations must take place within the first year of study. Repeat examinations generally take place with the same professor, and are based on the same subject matter. Alternatively, the repeat examination may take place with another professor from the selected major program, and with new subject matter.

1.6 Examiner selection
Generally, the students themselves decide which professor from their major program they would like to work with on the Master's basic module. If the students end up distributed unevenly between professors, the department may assign professors to students.
2 Procedure

2.1 Preliminary meeting
The students report to a professor from their major program for a preliminary meeting (during the consultation hours of the relevant professor).

Aims of the preliminary meeting
• Discuss the study plan
• Define the subject matter for the Master's basic module
• Set an examination date for the Master's basic module

Documents required for the preliminary meeting
Students should bring the following documents to the meeting:
• The registration form for the Master's basic module (available online)
• A plan covering content and timescales for the Master's program (based on the student's own interests and the modules on offer).

At the preliminary meeting, the student and the professor reach a binding final decision on the subject matter for the module and record this decision on the registration form. The outcome of the discussion of the study plan (for reference purposes only) should also be documented in brief at this point.

2.2 Registration
The students submit the completed registration form for the Master's basic module at the meeting with the professor.

*No further action is required to book the module.*

2.3 Examination
The oral examination must be scheduled to take place before the end of lectures in the second semester. Any repeat examinations must be completed before the start of lectures in the third semester.

The oral examination lasts approximately 25 minutes. The examining professor informs the candidate of the grade awarded and notes the result of the examination on the registration form. The form is then sent back to the Informatics Department Office so that the module can be credited toward the degree.

2.4 Cancelation
In justified cases, e.g., in the event of illness, the examiner may reschedule the oral examination. Any rescheduled dates that fall outside of the periods mentioned in section 1.2 must be approved by the examination delegate.

2.5 Crediting
The ECTS credits are recorded by the Dean's Office in the Faculty of Business, Economics and Informatics, and are listed on the student's next transcript of records.