THESIS REGULATIONS FOR THE MASTER’S DEGREE IN
INNOVATION AND RESEARCH IN INFORMATICS

1. INTRODUCTION
To be awarded a master’s degree in Innovation and Research in Informatics (MIRI), students must complete a master’s thesis. This document sets out the regulations that govern master’s theses.

2. DEFINITION AND CHARACTERISTICS
A master’s thesis is an original project, generally completed by an individual (although coordinated master’s theses are possible – see Section 14 of these regulations), which must be presented and defended before an examination committee. The thesis must consist of a comprehensive project that draws together many of the competencies achieved over the course of the programme. Accordingly, the thesis should demonstrate that students are able to apply the knowledge they have acquired. All documents generated in relation to the master’s thesis must be written in English.

3. CREDITS AND WORKLOAD
The master’s thesis counts for 30 ECTS credits.
The workload for students is estimated at 30 hours per credit.

4. TYPES
Master’s theses may be of the following four types:
- A: Theses completed at the UPC.
- B: Theses completed at a company/institution.
- C: Theses completed on national or international mobility.
- D: Theses completed at a company/institution abroad.

Type A theses
Master’s theses of this type are linked to an academic unit (department, research institute, etc.) of the UPC and proposed by professors or students. Professors may make their proposals for master’s theses public at any time using the system established by the FIB. Students interested in a specific proposal must contact the professor responsible directly.
If the proposal is made at the initiative of a student, he/she must also directly contact an FIB professor who may be interested in supervising the master’s thesis.

Type B theses
Theses of this type may be completed by students who have an employment contract with a company/institution or are completing an academic work placement under an educational cooperation agreement. Type B theses are supervised by a person under contract to the company/institution involved. In this case, the student concerned must put their proposal to a professor at the School, who, if they agree, will act as the tutor for the thesis.
Type B master’s theses must be defended, at the latest, during the first defence period following the expiry of the student’s employment contract or educational cooperation agreement.

Type C theses
Master’s theses of this type are completed within the framework of student exchange agreements. In this case, theses are governed by the regulations of the host university and supervised and assessed by its professors.

Type D theses
Type D theses are similar to type B but are completed at a company/institution abroad after the signing of an agreement covering this arrangement.

5. MASTER’S THESIS REGISTRATION
Students must register for the master’s thesis before enrolling to complete it. Students may register for the master’s thesis when they have passed a minimum of 60 ECTS credits for subjects on the master’s degree.

6. MASTER’S THESIS ENROLMENT
Students may enrol for the master’s thesis when they have passed a minimum of 78 ECTS credits. Master’s thesis enrolment counts for 30 ECTS credits. The period during which enrolment remains valid is determined by the UPC regulations in effect.

7. SUPERVISOR AND TUTOR
Supervisor
Master’s thesis supervisors must hold an enginyeria or llicenciatura degree (Spanish pre-EHEA degrees) or a master’s degree. Professors who act as thesis supervisors must be affiliated with the FIB, both at the time of enrolment and when the thesis is defended. Failing this, the thesis must have a tutor who is affiliated with the FIB.

The thesis supervisor is responsible for:
- Advising the student on all matters relating to the development of technical and cross-disciplinary competencies linked to the master’s thesis.
- Tracking and monitoring the master’s thesis.

Tutor
The tutor for a master’s thesis must hold an enginyeria or llicenciatura degree (Spanish pre-EHEA degrees) or a master’s degree. Professors who act as tutors must be affiliated with the FIB, both at the time of enrolment and when the thesis is defended.

The tutor is responsible for:
- Advising the supervisor and/or student to ensure that the master’s thesis meets requirements related to these regulations.
- Monitoring the thesis in collaboration with the supervisor.

Multiple supervisors
Master’s theses may be co-supervised by two or more people.
8. MASTER'S THESIS ROAD MAP

Type A, B and D theses
A student who is ready to undertake a master’s thesis must:
1. Register the master’s thesis.
2. Enrol for the master’s thesis.
3. Defend the thesis.

Type C theses
A student who is ready to undertake a master’s thesis must:
1. Enrol for the master’s thesis.
2. When a student returns from their mobility, the mark indicated on the corresponding transcript is adapted to a numerical mark on a scale of 0 to 10 and recorded on their academic record.

In all cases, the period during which enrolment will remain valid is determined by the UPC regulations in effect. Students who do not defend their thesis during the period that their master’s thesis enrolment remains valid must re-enrol.

9. ASSESSMENT

Master’s theses are assessed comprehensively and assigned a single mark.

In the case of type A, B and D theses, assessment takes place at the FIB as provided in these regulations. Type C theses are assessed at the host university for the mobility.

For assessment at the FIB, students must submit the thesis and defend it in a public session before an examination committee. Assessment takes place in the periods set for the defence of master’s theses. Dates for submission of theses and their public presentation will be announced by the School before the start of each semester.

Type A, B and D theses are assessed by an examination committee appointed by the dean at the proposal of the MIRI academic committee. Examination committees are appointed, and the list of examiners made public, at least 15 days before the defence date. Examination committees are made up of three FIB professors, who serve as chair, secretary and committee member. At least one of the professors must have assigned teaching duties on the master’s programme or have taught on the programme in one of the two preceding academic years. Examination committees are organised by specialisation.

Members of the examination committee may not simultaneously act as supervisors or tutors for any of the master’s theses they must assess. Therefore, substitute examiners must also be appointed to act in such cases.

The committee jointly assesses the competencies for the master’s thesis (other than cross-disciplinary competencies) in numerical terms and assigns a single mark. The committee also assesses cross-disciplinary competencies linked to the master’s thesis and assigns an alphanumeric mark.
Master’s Thesis

Barcelona School of Informatics, FIB, UPC

In the case of type C theses, the assessment of the university where the student completed their master’s thesis will be accepted. The certificate of marks issued by that university must include the number of ECTS credits the thesis carries and the mark achieved. If the assessment of the master’s thesis includes information on cross-disciplinary competencies, this should also be recorded in the student’s academic record. Type C master’s theses must carry a minimum of 30 ECTS credits. The mark for these 30 credits will be adapted to one on a scale of 0 to 10 based on the mark awarded for the master’s thesis. In exceptional cases, when the original mark is not numerical and additional information from the university that awarded it is not available, the MIRI academic committee may require that the student concerned defend the thesis at the FIB. The designated examination committee will assess the thesis and award a final mark.

10. INTELLECTUAL PROPERTY

Industrial and intellectual property rights in type A theses are governed by the regulations in effect at the UPC.

It should be noted that these regulations do not affect type B, C and D theses as they are completed outside the scope of the UPC. In the case of type B or D theses, intellectual property rights in the master’s thesis are governed by the agreement between the student and the company concerned. In the case of type C theses, intellectual property rights are governed by the academic regulations of the university where the master’s thesis is completed. The only exception that must be considered is when the supervisor of a type B master’s thesis is an FIB professor. In such cases, the agreement between the professor and the company involved must stipulate who will own the intellectual property rights in the master’s thesis.

11. CONFIDENTIALITY

All master’s theses are made public through the Libraries, Publications and Archives Service. A student or thesis supervisor may submit a reasoned written request for confidential treatment of a master’s thesis to the vice-dean for Postgraduate Studies. In cases where confidential treatment is approved, information related to the thesis is not made public and is only accessible to examiners for assessment purposes and subsequent recording in the student’s academic record. If desired, the confidential treatment of a thesis may be changed following its defence by submitting an application signed by the student, thesis supervisor, and, if applicable, the tutor. Applications must be addressed to the vice-dean for Postgraduate Studies.

12. CHANGES TO THESIS DETAILS

Any changes to the details of a master’s thesis – title, change of supervisor, specialisation, etc. – must be made by submitting an application signed by the thesis supervisor (or tutor if applicable) and the student. Applications should be addressed to the vice-dean for Postgraduate Studies. Once a master’s thesis has been registered, its classification (type A, B, C or D) may not be changed. The vice-dean for Postgraduate Studies may make exceptions in duly justified cases.

13. WITHDRAWAL FROM A MASTER’S THESIS

A thesis supervisor (or tutor if applicable) or student may apply to withdraw from a master’s thesis unilaterally by submitting an application to the vice-dean for Postgraduate Studies.

If a thesis supervisor or tutor withdraws, the vice-dean for Postgraduate Studies shall ensure that a new supervisor or tutor is assigned if possible, or that the affected student is able to register a
Master’s Thesis
new person to fill this role.
14. MASTER’S THESIS

Students who have completed work on their master’s thesis must submit it in accordance with the procedure stipulated in the document “Master’s Thesis Submission Procedure”. The thesis must be validated by the thesis supervisor/tutor. After being validated, theses are automatically made available to examiners. Students must submit their theses early enough to ensure that they are available to examiners at least one week before the defence date.

While students are not generally required to submit a printed copy of their thesis, it is their responsibility to deliver printed copies to any examiners who request a copy in this format. Any printed copies provided must be bound to facilitate review. However, to minimise the cost and the time required to produce bound copies, there are no specific requirements with respect to the binding format.

In general, a master’s thesis must be an original and unique work. In the case of coordinated master’s theses in which the degree of work sharing is high, the specific contribution made by each student must be clearly indicated in their respective theses.

A thesis must start with a 1000-word abstract.

There is no set format for theses. However, the following information must appear on the cover (front page):

a) Title
b) Author
c) Thesis defence date
d) Supervisor, supervisor’s department
e) MASTER’S DEGREE IN INNOVATION AND RESEARCH IN INFORMATICS
f) Specialisation
g) BARCELONA SCHOOL OF INFORMATICS (FIB)
h) UNIVERSITAT POLITÈCNICA DE CATALUNYA (UPC) · BarcelonaTech

If there is a co-supervisor, the following information should also be included:

d’) Co-supervisor, co-supervisor’s institution/company

If there is a tutor, the following information should also be included:

d) Supervisor, supervisor’s institution/company
d’) Tutor, tutor’s department

By way of guidance, students may consider using the sections indicated in the “Guide to Master’s Thesis Content” to structure their thesis.

In the case of type B, C and D theses, students must clearly indicate the school, institution or company where the thesis was completed.
Guide to Master’s Thesis Content

At the author’s discretion, the thesis may contain the following sections:

- Cover
- Abstract
- Table of contents
- Introduction, motivation and objectives
- State of the art
- Methodology
- Development of the proposal/technique/research project
- Assessment of the proposal/technique/research project
- Conclusions
- List of references used
- Annexes with supplementary information
Submission procedure

The FIB “Racó” is used to administer the various stages of the thesis process. Students must therefore register their thesis and submit their thesis through this channel. At that point, the supervisor/tutor can validate the thesis. During the validation process, supervisors and tutors may enter any comments they deem appropriate regarding the thesis. After being validated, theses are available to examiners.