

REQUIREMENTS FOR THE MASTER'S THESIS

The master's thesis, submitted in fulfilment of the master programme requirements, is an independent study demonstrating students' research skills. The thesis presents the findings of independently conducted research, which may be historiographic, applied or theoretical.

Students prepare their thesis consistently, throughout the entire course, with concrete research tasks being set for each semester, in consultation with their research advisor. The thesis is to be based on the information derived from monographs, research articles and other scientific publications, while textbooks can only be used as an initial source of reference. The length of the thesis varies from 96 000 to 120 000 characters (60–70 pages, appendices excluded).

The master's thesis consists of the following parts:

- two title pages (in Lithuanian and in a foreign language); abstract;
- key words;
- table of contents;
- introduction or theoretical part (NOTE: the research topic, aims and objectives of the thesis, the originality and relevance of the theme as well as methodology can be set out at the beginning of the introduction or in a preface);
- body text presenting research findings;
- conclusions;
- bibliography and sources;
- list of abbreviations (if necessary);
- appendices (if necessary);
- summaries in Lithuanian and in a foreign language.

Requirements for the Structural Parts of the Master's Thesis

A sample title page

Vilnius University
The Faculty of Philology
The Department of Translation Studies

Jonas Jonaitis

An Analysis of the Translations by A. Kaškonaitė and L. Rapšytė of A. Camus' novel *Krytis*
A Master's Thesis

Approved for defence:

Advisor _____

(signature)

Associate. Prof. Dr. Petras Petraitis

Date _____

Vilnius, 2002

1. *A table of contents* gives a detailed list of the structural parts of the thesis. An introduction, conclusions and recommendations, a bibliography and sources, a list of abbreviations and appendices are presented as separate structural parts.

Chapters and sub-chapters are numbered in Arabic numerals. The headings of chapters and sub-chapters should be brief, clear and indicative of the problem investigated.

2. *An introduction* (theoretical part) briefly reviews relevant literature (historiography) and analyses how this informed the research issue; at the beginning of the introduction or in the preface, the reasons for choosing the research topic are explained, the significance of the research, its aims, objectives and methodology are described.

3. *A body text* presents research findings by analysing historical, theoretical and factual data in conformity with the objectives outlined.

Historiographic papers present the historiography of a researched issue, analysis of sources, its research methods and the research of a specific problem.

Applied papers present a theoretical analysis of a problem, give reasons for choosing concrete research methods, introduce instruments of research and procedure, present and analyse research findings.

Theoretical papers present the exploration of a specific problem and offer solutions on a theoretical level.

4. *Conclusions*, without repeating the most important ideas of each chapter, set out the major research outcomes and possible avenues of further research. Conclusions must be supported by the data investigated, succinctly expressed, logically arranged and geared to the aims formulated in the introduction.

5. *A bibliography and sources*: this part includes a list of references and sources, compiled in accordance with the appropriate bibliographical standard.

6. *Appendices* include valuable supplementary materials that can elucidate the research (publications of important sources, detailed tables, illustrations, etc.).

7. *Summaries in the Lithuanian and foreign languages* include the title of a master's thesis, the author's name and surname, the word *Santrauka* (*Summary*), and a brief summary of the thesis (about 2,000 characters), reflecting the purpose, content and findings of the research.

GENERAL TEXT FORMAT REQUIREMENTS

The text is written on plain white A4 paper, in 12p type, with 1.5 spacing. The following margins must be observed: left margin 30 mm, right margin 10 mm, top and bottom margins 20 mm.

The text is paginated consecutively, beginning from the title page (the title page, however, does not show a page number). The page number is located in the lower right corner.

The body text of the thesis is divided into chapters, sub-chapters, and if necessary into smaller sections. These parts are numbered with Arabic numerals (1., 1.1. (1.1.1., 1.1.2., etc.); 1.2. (1.2.1., 1.2.2., 1.2.3., etc.); 1.3., etc.; 2., 2.1. (2.1.1., 2.1.2., etc.) and so on. The headings of chapters are capitalized and centred. The headings of sub-chapters and sections are in lower case letters, except for the initial letter of a heading, and left-aligned.

Each chapter begins on a new page. Sub-chapters and sections are continued consecutively, on the same page.

The other parts (a table of contents, introduction, bibliography and sources, abbreviations, and appendices) must start on a new page; their headings are capitalised and not numbered.

Examples of bibliographical references

A list of bibliography and sources must be alphabetically arranged.

A bibliographical entry for **books** includes the name(s) of author(s), initials, date of publication, title in italics, place of publication and publisher.

Examples:

1. Jakaitienė E. 1988. *Leksinė semantika*. Vilnius.
2. Bréhal N. 1993. *Les corps célestes*. Paris.
3. Fromilhague C., Sancier A. 1991. *Introduction à l'analyse stylistique*. Paris.
4. Müller C. 1990. *Metaphors Dead and Alive, Sleeping and Waking. A Dynamic View*. Chicago/London: University of Chicago Press.

A bibliographical entry for **articles** includes the name(s) of author(s), initials, date of publication, title of an article, title of a journal in italics, volume or number of a publication, place of the article's publication and pages.

Examples:

1. Vėlius N. 1990. Gražinkime mokslui humanitarinę paskirtį. *Mokslas ir gyvenimas* 3. Vilnius, 2–3.
2. Lukšienė M. 1970. Lietuvių nacionalinės inteligentijos formavimosi bruožai XIX a. pirmoje pusėje. *Mokymo ir auklėjimo klausimai*, t. 2. Vilnius, 38–43.
3. Bredelytė B. 1991. Prancūzų kalbos išskirtinio pažyminio (adjectif détaché) leksinė-gramatinė išraiška lietuvių kalboje. *Kalbotyra* 42 (3). Vilnius, 54–60.
4. Aijmer K. 1996. Swedisch Modal Particles in a Contrastive Perspective. *Contrastive Semantics and Pragmatics: Meanings and Representations*, vol. 1. Oxford, N.Y., Tokio, 393–427.
5. Landner Ch. 1996. La publicité: un reflet de nos cultures et de nos mentalités. *Échos*, N° 78–79. Paris, 117–122.

Reviews

Paulauskas V. 1990. Išniręs iš tamsos. *Politika* 4. Knygos recenzija (Urbšys J. 1990. *Atsiminimai*. Kaunas: „Spindulys“), 27.

Dissertations

Timonienė R. 1993. *Lietuvos Didžiosios Kunigaikštystės ir Lenkijos karalystės politiniai santykiai XV a. pabaigoje–VXI a. pirmame trečdalyje*. Humanitarinių mokslų daktaro disertacija. Vilnius.

Citation

Sources and authors cited in the running text are given in brackets (the author's family name or the title of a publication, date of publication and pages, for example, (Paulauskienė 1994, 57), (Kalbotyra 2001, 43–44).

Stages of the Writing Process and Important Deadlines

Semester I	<ul style="list-style-type: none"> • By September 15th, the student must choose a topic of his/her master's thesis and discuss it with the thesis's advisor. • By the end of Semester I, the student must define the issue of research, the aims and objectives of the work, formulate a problem, explore the extent to which the issue has been researched so far, present an extended plan of a thesis and a preliminary list of literature.
Semester II	<ul style="list-style-type: none"> • By the end of Semester II, the student must submit a theoretical part of the work to the thesis's advisor (about 30 p.).
Semester III	<ul style="list-style-type: none"> • By the end Semester III, the student must submit an empirical (practical) part of the thesis to his/her advisor.
Semester IV	<ul style="list-style-type: none"> • By April 1st, the student must submit the first version of the master's thesis to his/her advisor. • By April 25th, the student must submit the master's thesis to the Department. • By May 25th, the student must submit two printed and bound copies of the master's thesis and an electronic version of the thesis.

At the sitting of the Translation Studies Department, the members of the academic staff, upon deciding that the submitted thesis is completed and can be recommended for defence, set the date for the defence and appoint the reviewer.

A candidate for a Master's degree is fully responsible for the decisions taken in the process of research, factual accuracy of the results and research conclusions.

Assessment of the Master's Thesis

On the recommendation of the reviewer, the master thesis defence commission assess the master's thesis on a ten-point scale, taking into consideration the quality of the submitted work, its presentation, the way the candidate deals with questions and critical remarks (the master's thesis itself and its defence account for 90 % and 10 % of the grade respectively).

Assessment Criteria

1. Originality and relevance of the investigated issues in the field of translation studies.
2. A clarity of focus in formulating goals, conclusions and hypotheses.
3. A range of theoretical literature: is it up-to date, does it include literature in several languages, is pertinent to the issue and appropriately presented?
4. Adequacy of the selected research methods.
5. Quality of research undertaken: reliability, factual accuracy, its potential for developing it into the material suitable for publication.
6. Substantiation of conclusions and recommendations.
7. Correct language use and appropriacy of style.
8. The standard of the work's structural design and format, its tidiness.
9. The level of oral presentation of the thesis during the defence, the candidate's ability to give reasoned arguments during the question time and participate in a discussion.
10. Demonstrated skills: ability to apply theoretical knowledge in research, define concepts, describe research data, the issue investigated, the aims and objectives of the work, explain, analyse, generalize, interpret, classify, substantiate arguments and decisions, contrast, synthesize and evaluate the data researched.

Grade (10 / excellent) is awarded if :

- the researched issues of translation studies are relevant and original;
- the aim, objectives and hypotheses are appropriately formulated and have a clear focus;
- the thesis presents a review of up-to date theoretical literature in several languages in a purposeful and appropriate way;

- the research methods have been appropriately chosen;
- the research conducted meets the required standard, is thorough and original, reliable and free of factual errors, it may form the basis for a scientific publication or popular science publication;
- conclusions and recommendations are substantiated;
- the thesis is written in correct language and academic style;
- the structural design and format of the thesis conform to the required standard; the work is neatly executed;
- the thesis is suitably presented during the defence; the candidate can give reasoned answers to questions, produce coherent arguments in a discussion;
- the thesis demonstrates the candidate's ability: to apply knowledge, define concepts, describe the research data, research issue, aims and objectives, to explain, analyse, generalise, interpret and classify, to substantiate propositions and decisions, to contrast, synthesise and evaluate research data.

Grade (9 / very good) is awarded if:

- the researched issues of translation studies are original and relevant;
- the aim, objectives and hypotheses are appropriately formulated and have a clear focus;
- the thesis presents a review of up-to date theoretical literature in several languages in a purposeful and appropriate way;
- the research methods have been appropriately chosen;
- the research conducted meets the required standard, is reliable and free of factual errors, it may form the basis for a scientific publication, however, some additional research or further development of some aspects of the thesis is needed;
- conclusions and recommendations are substantiated;
- the thesis is written in correct language and scientific style;
- the structural design and format of the thesis conform to the required standard; the work is neatly executed;
- the thesis is suitably presented during the defence; the candidate can give reasoned answers to questions, produce coherent arguments in a discussion;
- the thesis demonstrates the candidate's ability: to apply knowledge, define concepts, describe the research data, research issue, aims and objectives, to explain, analyse, generalise, interpret and classify, to substantiate propositions and decisions, to contrast, synthesise and evaluate research data.

Grade (8 / good) is awarded if:

- the researched issues of translation studies are original and relevant;
- the aim, objectives and hypotheses are appropriately formulated and have a clear focus;
- the thesis presents a review of up-to date theoretical literature in several languages in a purposeful and appropriate way; there are some minor faults;
- the research methods have been appropriately chosen;
- the research conducted meets the required standard, is reliable and free of factual errors; there are minor drawbacks;
- conclusions and recommendations are substantiated;
- the work is written in correct language and in scientific style, however, there are occasional typographical mistakes;
- the structural design and format of the thesis conform to the required standard; the work is neatly executed;
- the thesis is suitably presented during the defence; the candidate can give reasoned answers to questions;
- the thesis demonstrates the candidate's ability: to apply knowledge, define concepts, describe the research data, research issue, aims and objectives, to explain, analyse, generalise, interpret and classify, to substantiate propositions and decisions, to contrast, synthesise and evaluate research data.

Grade (7 / fair) is awarded if:

- the researched issues of translation studies are relevant;
- the purpose of the research has been adequately formulated, however, the definitions of some of the objectives are flawed, or the hypothesis is insufficiently focused;
- the review of theoretical literature does not cover the latest publications in the research area and includes literature only in one language; there are flaws either in the analysis or presentation of the literature reviewed;
- the chosen research methods have not been optimal;
- in principle, the research has been carried out, however, it contains mistakes; the thesis is more descriptive than analytical, and is in need of further development;
- essentially, conclusions are aligned with the stated goals and objectives;
- overall, the work is written in correct language, although there are occasional typographical mistakes as well as inconsistencies in style;

- there are some flaws in the structural design and format of the thesis, the execution of the work could be tidier;
- the presentation of the thesis during the defence displays some drawbacks, the candidate's answers to the questions are not always well-reasoned;
- the thesis demonstrates the candidate's ability: to apply knowledge, define concepts, describe the research data, research issue, aims and objectives, to explain, analyse, generalise, interpret and classify research data.

Grade (6 / satisfactory) is awarded if:

- the research investigates issues of translation studies;
- the aim of the research raises doubts, some of the objectives are not geared to the stated aims, the hypotheses lack focus;
- the review of theoretical literature does not cover the latest publications in the research area and includes literature only in one language; there are flaws either in the analysis or presentation of the literature reviewed; the choice of literature is not always justified, as it is only loosely connected with the undertaken research;
- the chosen research methods have not been optimal;
- the research has been done, however, it contains mistakes; not all aims and objectives have been achieved or achieved only partially; the work is descriptive, not analytical;
- conclusions are not fully aligned with the stated aims and objectives;
- the use of language in the thesis is sloppy, with typographical errors, the style is inappropriate to scientific discourse;
- there are inconsistencies in the structural design and format of the thesis; the work is untidy;
- the presentation of the thesis during the defence is seriously flawed, the candidate cannot answer all questions;
- the thesis demonstrates the candidate's ability: to apply knowledge, define concepts, describe the research data, research issue, aims and objectives, to explain, analyse, generalise research data.

Grade (5 / poor) is awarded if:

- the research shows efforts to investigate issues of translation studies;
- the purpose of the research is questionable, some of the objectives and hypotheses are defectively formulated;
- the reviewed literature is insufficiently up-to-date, not always relevant and only in one language;

the review of literature is limited to mere retelling rather than analysis, it is inadequately presented;
the theoretical part is not linked to the research or is disproportionately short;

- the chosen research method is doubtful;
- the research is done, although poorly; the results are presented but insufficiently discussed;
- conclusions do not correspond to the aims and objectives or bear little connection with them;
- the language of the thesis is sloppy, contains typographical mistakes, the style is inappropriate to scientific discourse;
- the structure of the thesis is inconsistent, its parts are disproportionate, the format requirements are frequently not observed, the work is untidy;
- the presentation of the thesis during the defence is inconsistent, incoherent and superficial; the candidate is unable to explain the findings of research;
- the thesis demonstrates the candidate's ability: to apply knowledge, define concepts, describe research data, the research issue, aims and objectives.

Grade (4 / fail) is awarded if:

- the attempts to investigate the selected issues of translation studies fall short of the required standard and are unsuccessful;
- the aim, objectives and hypotheses are inadequate in expression and intent;
- the theoretical literature used is inappropriate; it is not critically analysed, but only briefly summarized, a bibliographical list is too scanty, the reviewed literature is inadequately presented; the theoretical part is not linked to the research, disproportionately short and contains many factual errors;
- the chosen research method is inadequate;
- the research has not been carried out or inadequately carried out, its results are poorly described and dubious;
- conclusions do not correspond to the aims and objectives and are not substantiated;
- the language used in the thesis is sloppy, with typographical errors, the style is inappropriate to scientific discourse;
- the structure of the thesis is inconsistent, its parts are disproportionate, there are many formatting violations, the work is untidy;
- the presentation of the thesis during the defence is inconsistent, incoherent and superficial; the candidate is unable to explain the findings of research, answer questions or the answers are illogical.
- the thesis fails to demonstrate the ability: to apply knowledge, define concepts and describe research data.

- The thesis shows evidence of compilation or plagiarism.