<u>PROCEDURES FOR MASTER'S THESIS PRESENTATIONS</u>

REQUIREMENTS:
The candidate must supply the Department with all of the relevant material at least five business days prior to the scheduled defense by emailing it to CSGradAdvisor@wayne.edu. It is student's responsibility to ensure the thesis defense date is in compliance with Graduate School deadlines.

The following items must be completed:

1.   The *Thesis Outline* must be submitted electronically to CSGradAdvisor@wayne.edu, when the student and advisor have determined the topic and scope of the thesis.
This form should be completed no later than the term prior to the semester in which the student plans to defend.

2.   The master's thesis should be distributed to the committee members at least *three calendar weeks* before the defense.

3.   The student must submit the *Presentation Worksheet* electronically to CSGradAdvisor@wayne.edu five business days prior to the date of the defense. The student should generate the presentation announcement for electronic distribution to the following email addresses [@lists.wayne.edu]: *EngAllFacStf; Eng_CS_MS; Eng_CS_PhD*.

 For in-person defenses, the student should reserve a room.

 For virtual defenses, the student should add Teams/Zoom meeting info.

4.   Each committee member must receive an *Assessment Rubric* prior to the defense with the candidate's information completed.

5.   The *Final Report* must be completed and signed by your committee members after the presentation. The form should then be submitted electronically to CSGradAdvisor@wayne.edu. The student must complete Part I of the final report before the defense.

6.   Requirements for thesis publication can be found in the Graduate School website https://gradschool.wayne.edu/students/masters

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Select two Computer Science faculty with graduate faculty status to serve on the Master's Thesis Committee in addition to your advisor(s).

The Graduate Faculty roster can be viewed here:
https://gradschool.wayne.edu/faculty/graduate-faculty-roster?department=Computer+Science

An external member from another Wayne State department or another university is allowed with approval from your advisor.

Computer Science

WAYNE STATE
College of Engineering

MASTER'S THESIS
PRESENTATION WORKSHEET

Instructions: *Student should complete this form and obtain the signatures of the faculty who will serve on the thesis committee to confirm that the faculty members have reviewed a copy of the thesis manuscript and agree to the date and time of presentation.*

The completed worksheet should be emailed to CSGradAdvisor@wayne.edu no later than five business days prior to the date of the defense.

Student Name:_____ID#_____

Thesis Title: _____

_____

Date of Presentation: _____

Time of Presentation: _____ Virtual _____ In-Person _____

COMMITTEE SIGNATURES

"I have read and approve the content of this thesis for a public defense."

Advisor:_____

Committee Member:_____

Committee Member:_____

Committee Member:_____

Computer Science

M.S. Thesis Defense Assessment

Candidate Name:_____ID #:_____

Date:_____ Advisor:_____

Title of Thesis:_____

Committee members: submit completed assessement to the student's primary advisor.

Advisor: submit completed assessments in one email to CSGradAdvisor@wayne.edu.

Evaluation/Guidance	Inadequate	Approaches Standard	Meets Standard	Exceeds Standard
1. **Problem Definition:** State the research problem or topic clearly, providing motivation for undertaking the research				
2. **Literature and Previous Work:** Demonstrate sound knowledge of literature in the area, and of prior work on the research problem				
3. **Impact of Research:** Demonstrate the potential value of the proposed solution to the research problem in advancing knowledge within the area of study				
4. **Solution Plan:** Provide a sound plan for solving the defined problem and show a good understanding of the problem and the solution				
5. **Expected Results:** Analyzed and interpreted research results/data effectively				
6. **Quality of Written Communication:** Communicate research proposal clearly and professionally in written form				
7. **Quality of Oral Communication:** Communicate research proposal clearly and professionally in oral form				
8. **Research Capability and Preparedness:** Demonstrate capability for independent research in the area of study, preparedness in core disciplines relevant to research, and ability to complete the proposed research				
9. **Broader Impact:** Demonstrate awareness of broader implications of the proposed research. Broader implications may include social, economic, technical, ethical, business, etc. aspects				

Overall Assessment: The assessment of the overall performance of the candidate based on the evidence provided in items 1 – 9 above.

CRITERIA	CRITERIA PERFORMANCE RATINGS for M.S. THESIS DEFENSE			
	Does NOT PASS Defense		PASSES Defense	
OVERALL, my rating of this thesis defense indicates that it:	Inadequate	Approaches Standard	Meets Standard	Exceeds Standard

Name of the Examining Committee Member: _____

Signature of the Examining Committee Member: _____

Please use the space below for written commentary as needed.