

# Procedure for writing your thesis under the supervision of Prof. Dr. Steffi Wiedemann (SWI)

during the final semester

Own considerations for your thesis:\*

- In a company? -> send your application letter in time
- In the laboratory of the university?
- „Theoretical“ literature work?
- Subject area
- Boundary conditions (e.g. financing, completion of thesis with regard to further study)

\*Please note: The academic process of writing a thesis also involves developing your own ideas for possible research topics - please explore topics that are interesting or relevant to you before contacting me. I will be happy to support you in this.

First contact with SWI to discuss potential topics\*

- Writing of a proposal (2-3 pages). This should contain:
  - ✓ Problem (-> can be transferred to thesis as part of chapter 1.1)
  - ✓ Goal of your thesis (leading question(s)) (-> transfer to thesis as chapter 1.2)
  - ✓ State of research and sources (-> overview of sources, to be elaborated in chapter 1.3 + further chapters)
- Various suggestions for a title
- Draft of structure (-> table of contents – not only section titles, but 1-2 sentences/keypoints in each section to say what you plant to put there, be as concrete as possible)
- Timeline with milestones
- Considerations regarding second supervisor
- Preliminary list of literature (existing, ordered and yet to be ordered literature)

if not okay  
-> revision

for theses at companies

for theses at university

Discussion about proposal, title suggestions, drafts and timeline with supervisor at company

if okay

Send the documents mentioned above to SWI  
(at least 2 days before the meeting date if a meeting is scheduled)

Discussion with SWI about the concept, the documents mentioned above and a possible second supervisor. For theses written at a company: the meeting might take place at the company.

if okay

Contact second supervisor (company/university): does he/she agree to be second supervisor?

if not

Search for another second supervisor  
(after consultation with SWI)

if yes

if yes

Apply for admission to a thesis using the sharepoint online system  
<https://sharepoint.hochschule-rhein-waal.de/sites/Abschlussarbeit>  
The clock is ticking!

ca. 2 weeks

ca. 1 week

