Master in Information and Health Engineering

Specific regulations for the organization of the Final Project

The following clauses modify/complement the regulations for the organization of the Final Master Project (Trabajo Fin de Máster, TFM) approved by the Governing Council of Carlos III University in its session of 14 November 2019.

1.   The TFM will have the format of an article (minimum 8 pages, although longer extensions are admitted), written in English, following the usual double-column format following of the IEEE or Elsevier journals. However, the cover page described in the general regulations must be attached as the first page. This cover page is included in Appendix I.

2.   When the work includes additional authors to the TFM author and his/her tutor, a page describing the contribution of each one of the authors in each part of the research must be attached. This page must be signed by all the participants of the paper.

3.   The delivery in electronic format must include:

- Memory of the TFM following the format described in point 1
- A contribution description (by author), signed by all authors (if applicable, as indicated in point 2)
- If the article has been published or accepted for publication, a letter of acceptance will be provided

4.   The documentation will be uploaded to the corresponding website (Aula Global) following the periods indicated in the corresponding academic calendar.

5.   Once the TFM is uploaded to the platform, a plagiarism analysis report (Turnitin) will be generated for a better evaluation of the work developed by the student.

6.   The registration for the TFM will be carried out in the dates stablished by the corresponding academic calendar.

Examining committees

The examining committee for the TFM will be made up of a minimum of two members and a maximum of five, selected by the Director of the Master's Degree, and may not include the tutor of the work being defended and qualified. A single panel may grade

one or more TFMs in accordance with the provisions of the Director of the Master's program.
The committee will fill an individual qualification report for the TFM which will indicate the title of the project and the level of acquisition of the skills assessed. This evaluation will be carried out using the matrix included in Appendix II.

The date of evaluation of the TFM will be adjusted to the periods indicated in the corresponding academic calendar. The committee will be constituted on the same day as the TFM evaluation, which consists of the student's presentation (20 minutes) and oral defence (10 minutes). The secretary of the Tribunal will be responsible for sending the corresponding qualification report to Postgraduate Studies, duly completed.

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APPENDIX I: Cover page

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Master Degree in…
Academic Year (e.g. 2018-2019)

Master Thesis
"Thesis title"

Author's complete name
1st Tutor complete name
2nd Tutor complete name
Place and date

APPENDIX II: Evaluation Matrix

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Master in Information Health Engineering

WRITE ONLY IN GREY AREA

FINAL MASTER PROJECT EVALUATION MATRIX
The examining committee must determine the level achieved by the student by marking the corresponding "level" column with an X. For each criterion, a numerical value must be assigned in the "score" column, within the possible range for the selected level. Each criterion will therefore have grade between 0 and 10, and will be weighted by its associated weight to obtain in the final sum a score from 0 to 100. The official grade will be the total score divided by 10.

Surname, name (of the student)						Defense date	

		Level	1	2	3	4	
		Scoring range	0-4	4-7	7-9	9-10	SCORING
Project	Quality of the project: content, structure, problem definition, … (15%)						
	Proposed solution: suitability, quality, difficulty, …(15%)						
	Experimental content: procedure, analysis of results and drawn conclusions (15%)						
	Originality, relevance and/or impact of the work (15%)						
Presentation	Presentation of the project (20%)						
	Project defense (20%)						

TOTAL (weighted sum of the scores)	0,0

Numerical grade of the final master project	0,0

	YES	NO
The examining committee proposes the qualification of DISTINCTION		
The student requests copy of evaluation matrix		

EXAMING COMMITTEE *(name and sign)*

President: Secretary: Member: