

# **Information to tutors and examiners of master thesis**

## **Support to students that have problems with written communication in English.**

### **1 Background**

It has been shown in an evaluation by Universitetskanslerämbetet that several master theses on the master programs in biotechnology and food technology and nutrition has had too low standard when it comes to the written report. There have also been cases when teachers late in the master thesis process realises that the student have problems with writing in English. Due to this, teachers have requested better guidance in how to help students with problems in the writing process.

### **2 Recourses available to students when it comes to writing in English**

There are several web-based recourses available for students when it comes to writing in English. We recommend tutors and examiners to inform the students about these early in the master thesis process. This help is collected at the webpage Academic Writing in English <http://awelu.srv.lu.se/>

Students are also recommended to use reference-managing programs to support their handling of references these can be found in the student portal, see <http://www.lub.lu.se/student/endnote.html>

Students can also get help through the student support centre <http://www.lunduniversity.lu.se/current-students/academic-support-centre>

Students with dyslexia can get help through LTHs student concealing but there is also available special programs for advanced spell checks for dyslectic students such as SpellRight at <http://libguides.lub.lu.se/content.php?pid=308729&sid=3482373>

### **3 Recommendation to examiners of students with substandard reports**

The written report is an important document of the master thesis work and needs to have a standard that reflects the demands Lund University places on our students. Thus the examiner should not pass such reports.

As an examiner you should not rewrite the work to make it fit wanted standard. This should be up to the student with help from the tutor. When you fail the student on the report, you should give information on where help for writing in English can be obtained, see previous section.

If the student cannot produce an acceptable report after given ample possibility to rewrite it. You should recommend the student to contact student concealing for help. We would also recommend you to contact the program manager of the master program to alert them to the possible problem.

