



Master's thesis information sheet

Master International Business Hochschule Landshut (Landshut University of Applied Sciences)

Stand: May 2024

Note: Landshut University of Applied Sciences and the Faculty of Business Administration at Landshut University of Applied Sciences have issued regulations for the preparation and submission of final theses. These regulations are superordinate to this document. In case you want to obtain a Double Degree, the study course regulations of both universities (UAS Landshut & partner university) apply.

Objective

With the Master's thesis, students should demonstrate the ability to apply the knowledge acquired during their studies to complex practical tasks in an independent academic paper. Students should demonstrate that they are able to deal with a relevant issue from the teaching areas of the Master's degree programme in International Business in a theoretically and methodologically sound and practice-oriented manner. In the Master's thesis, they should demonstrate that they can quickly and systematically familiarize themselves with a complex and, if possible, novel problem from the subject area, structure it and identify application-related solutions.

Supervisors of the Master's theses

There are different ways to come up with a topic (e.g. your own ideas, notices and internet information, approach by a company, suggestion by a professor), regardless of which is recommended: Please contact a potential supervisor at an early stage. This may initially involve non-binding information or counselling. Please start at this stage to look for a second supervisor for your work, too.

Not every professor has the capacity to supervise a thesis. They will also usually only supervise work that falls within their area of specialisation. If you want to work on a topic together with a company, please bear in mind that, for example, the approval of those responsible is required for surveys. This requires time for preparation and coordination. You should therefore allow sufficient time for the search and preparation phase.

In principle, all professors of Landshut University of Applied Sciences, Faculty of Business Administration are eligible to act as task setters and first examiners. The first and second examiners assess the Master's thesis after it has been submitted on time.

If you are writing in cooperation with a company, please note that a legal relationship exists exclusively between the student and the supervisor of the Master's thesis and not with the company and its supervisor. The company's Master's thesis supervisor has no influence on the grade.

Deviating rule for double degree

Students should seek an approved Supervising Professor for his or her Master's thesis at the UAS Landshut. Approval of the supervising professor at the partner university is according to the regulations of that partner university. Both the first Supervising Professors at UAS Landshut and the partner university take responsibility for being the second Supervising Professor at the other university.

Both supervising professors agree on the objectives, the procedure, the process of assessment (e.g. time of submission, time of assessment, announcement of grades) of the Master's thesis and are available as contact persons for the student.

Time Duration and Submission

The topic of the Master's thesis is issued in the 2nd semester at the earliest. A prerequisite for the issue of the topic is that the student has earned at least 30 ECTS credits. The processing time is 6 months.

The thesis can also be completed abroad or during your time in a company. However, please bear in mind when making your individual plans that you must attend the Master's colloquium in Landshut.

An extension of the deadline for Master's theses is not provided for and can only be granted in exceptional cases.

Deviating rule for double degree

The student should attend the Master's colloquium at UAS Landshut as early as possible during the assessment of the Master's thesis. The supervising professor at the UAS Landshut attends the Master's colloquium and evaluates it together with the head of the Master's colloquium. The supervising professor of the partner university can also attend the Master's colloquium.

Subject

The topic of the thesis can be chosen from the entire range of subjects in the Master's degree programme in International Business. Problems from areas not explicitly included in the curriculum that relate to International Business are also possible.

- It is recommended to write an empirical thesis - preferably in co-operation with a company. In the case of empirical work, the independent development of a suitable research design as well as the evaluation and interpretation of the results are important assessment components.
- Writing a Master's thesis in collaboration with a company is also recommended. In this case, a practical problem is addressed, analysed theoretically and concrete recommendations for action are derived. Practical work should not resemble an internship report and must have a good balance between the theoretical foundation of the topic and the presentation of practical influences.
- Purely theoretical work is possible, although only recommended to a limited extent. In this case, the student must develop an independent frame of reference, substantiate it scientifically and derive it. Specific references to practice must also be established using examples.

A Master's thesis always involves identifying and analysing the relevant literature, i.e. it must always include a theoretical section that presents and critically reflects on the current state of knowledge on the topic. The theoretical part should not be less than 50% of a Master's thesis. It must always include an evaluation and independent conclusion.

In any case, the principles of scientific work must be adhered to. In addition, Landshut University of Applied Sciences also offers lectures on the subject of scientific work as part of the "Studium Generale" at Bachelor level, which can be attended as a guest student after consultation with the lecturers.

Scope

Master's Theses are not assessed on quantity, but on quality. Each topic has individual requirements with regard to its processing, which are determined by the supervisor. The current guideline value for the length is 60-80 pages (text only).

Language

The Master's thesis must be written in English or in case of a Double Degree programme in the national language of the partner university, e.g. Spanish in Toledo.

Registration

Registration can take place in the 2nd semester at the earliest if at least 30 ECTS credits have been earned. Registration is possible at the following Dates: 1st of February, 2nd of May and 15th of October.

Registration takes place using the form available for download on the university website (see appendix). The topic in the registration form cannot be changed. It will also appear on your certificate and must appear on the title page of the Master's thesis in the same wording.

If you are writing a thesis with a company, please clarify any confidentiality agreements BEFORE registering. If the contents are confidential, any objection to publication must be regulated via the library declaration. Signing far-reaching non-disclosure agreements is legally problematic. You must also bear in mind that you will have to present the contents of your Master's thesis as part of a colloquium. This must be agreed with the practice partner.

Deviating rule for double degree

The Master's thesis must be registered at both universities. If the registration time or submission deadline or the duration of the thesis study differ, then in each case the earliest time line applies. If applicable, the Master's thesis should be registered at UAS Landshut at the earliest possible date.

Plagiarism check

Incorrect citation of sources or unintentional copying of individual text passages can lead to your thesis not being recognised. To prevent this from happening, the Faculty of Business Administration has purchased a license for the PlagAware programme, which allows you to check and interactively revise your entire thesis without any restrictions. A detailed guide to registering and using the programme is available on the website.

After the examination, save your examination report for digital submission to your supervisor in Landshut and also print it out for submission in paper form.

Submission

The Master's thesis must be submitted in two bound copies (hard binding, e.g. glued so that the pages hold together firmly and cannot be exchanged, i.e. no spiral or ring binding) and in digital form. These must be accompanied by a grade sheet and a library declaration as well as a printout of the examination report from PlagAware. A blocking note for the thesis is made by means of a library declaration.

Failure to submit the thesis on time will result in a "fail" grade. The Master's thesis can be repeated a maximum of once with a new topic.

The correction period will last approx. 6 weeks.

Deviating rule for double degree

The Master's thesis must be submitted simultaneously to both universities / to both supervising professors by the student in electronic and/or physical form. If the thesis is submitted electronically, the physical copy must be submitted in a timely manner. Both versions must be identical.

Students are solely responsible for the correct execution of the registration, adherence to the processing time and submission of the Master's thesis. Exceeding the processing time and failure to meet the deadline will result in a grade of 5.0 (not passed) for the thesis at the UAS Landshut.

Appendix:

- Registration form Master's Thesis
- Statutory Declaration
- Library Declaration
- Submission and Assessment form



→ Faculty of Business Administration

Registration of Master Thesis

(The highlighted text in grey should only be completed if you are doing a double degree)

Master International Business

first and last names:
 enrolling number/ student-ID number (Matrikelnummer): semester
 topic of Master Thesis:

 registration deadline (UAS Landshut): deadline (UAS Landshut):
 double degree:
 registration deadline (partner university): deadline (partner university):
 partner university:
 contact details of Supervising Professor:
 The confirmation of registration at the partner university (registration form or informal confirmation from the partner university) is enclosed.
 To obtain the double degree, the Master's thesis must be submitted simultaneously to both universities by the earliest of the two deadlines mentioned above, therefore to the
 Supervising Professor
 (professor of the University of Applied Sciences Landshut):
 Second examiner/corrector
 (if applicable from partner university):
 carried out with company:
 company contact person: →
 role: → e-mail: → phone:
 Landshut, (date): → Landshut, (date): → Landshut, (date):
 Student's signature → Supervising Professor of UAS Landshut → Chairman of Examination Committee

Anlage 2: **Eidesstattliche Erklärung**

Die Arbeit ist gemäß § 11 Abs. 3 der Allgemeinen Prüfungsordnung der Hochschule Landshut folgende Erklärung beizufügen (= in jedes Exemplar der Arbeit einzubinden), die unterschrieben werden muss:

Appendix 2: **Statutory Declaration**

According to Section 11 (3) of the General Examination Regulations of the University of Applied Sciences Landshut the following declaration needs to be signed and included to the Thesis (bound into every copy of the thesis):

Eidesstattliche Erklärung

Ich versichere, dass ich die Arbeit selbstständig verfasst, noch nicht anderweitig für Prüfungszwecke vorgelegt, keine anderen als die angegebenen Quellen oder Hilfsmittel benutzt sowie wörtliche und sinngemäße Zitate als solche gekennzeichnet habe.

Ich erkläre mich ferner damit einverstanden, dass die Digitalversion dieser Arbeit zum Zwecke der Plagiatsprüfung auf den Server externer Anbieter hochgeladen und geprüft werden darf. Die Plagiatsprüfung stellt keine Zurverfügungstellung für die Öffentlichkeit dar.

Declaration of independent work

I declare that I have authored this thesis independently, have not submitted it for exams elsewhere, have not used any other than the specified sources/resources and indicated direct and indirect quotations.

I agree that the digital copy of this thesis may be uploaded to servers of external providers for plagiarism checking. This plagiarism check does not represent a provision for public.

.....

(Location, Date)

.....

(Unterschrift mit Vor- und Nachname)

(Signature Full Name)

Appendix 3: Library Declaration

Please submit together with the Master's thesis!

Do not bind the form as part of the thesis – include one separate copy of the form!

Library Declaration

I agree that my bachelor's thesis with the topic:

.....
.....
.....
.....
.....

- will be made available via the university library
- will be made available via the university library after a period ofyears
- I do not agree that my bachelor's thesis will be made available via the university library.

Landshut,.....

Signature and Full Name



→ Faculty Business Administration

Submission and Assessment of Master Thesis

(The highlighted text in grey must be filled out using a laptop.)

ONLY A COMPLETELY FILLED-OUT FORM WILL BE PROCESSED!

<i>Master International Business</i>	→	→	→	<input type="checkbox"/>	
<i>Master Market-Oriented Management</i>	→	→	→	<input type="checkbox"/>	
First and last name					
Name of student:			student ID/ Matr.-Nr.:
			semester:
topic of Master thesis:					
.....					
.....					
registration deadline:	→			date of submission:
	→			extension:
Supervising Professor (professor of UAS Landshut):					
Second examiner (if applicable from partner university):					
<input type="checkbox"/> double degree					
partner university: →					
contact details of Supervising Professor:					
<input type="checkbox"/> carried out with company					
company →					
first and last names, title of supervisor (company): →					
role:					
e-mail:					
phone:					
Submission Confirmation					
submitted electronically (date):			hard copies (date):		
with double degree: → <input type="checkbox"/> confirmation of the simultaneous submission of the Master's thesis to partner university by student					
→ → → <input type="checkbox"/> proof of submission to the partner university is attached as an annex					
Landshut, (date):					
signature of Supervising Professor (UAS Landshut)					
Assessment of Master Thesis					
<input type="checkbox"/>	grade	date	signature		
Supervising Professor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Second examiner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
After grading please hand in at the students service centre (SH003):					
<input type="checkbox"/>	final grade	date	signature		
Chairman of the Examination Committee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

FACULTY BUSINESS ADMINISTRATION - MASTER COURSE INTERNATIONAL BUSINESS + MARKET-ORIENTED MANAGEMENT - FACULTY BUSINESS ADMINISTRATION - STUDY PROGRAMME BUSINESS ADMINISTRATION + FACULTY BUSINESS ADMINISTRATION