Національний технічний університет України
«КИЇВСЬКИЙ ПОЛІТЕХНІЧНИЙ ІНСТИТУТ
імені ІГОРЯ СІКОРСЬКОГО»

Department of Sociology

Completion of Master's thesis

Work programme for the academic discipline (Syllabus)

Course details	
Level of higher education	*Second (Master's)*
Field of knowledge	*C - social sciences, journalism, information and international relations*
Specialisation	*C5 Sociology*
Educational programme	*Social Data Analytics*
Status of discipline	*Mandatory*
Form of study	*Full-time (day)*
Year of study, semester	*2nd year, 4th semester*
Scope of the discipline	*16 ECTS credits, 480 hours* *Independent work — 480 hours*
Semester control/control measures	*Defence*
Class schedule	*https://schedule.kpi.ua/*
Language of instruction	*Ukrainian*
Course location	*https://ela.kpi.ua/server/api/core/bitstreams/e9aa25e9-39e3-4269-a321-5ec485ebb4ee/content*

Course programme

1. Description of the internship, its purpose, subject and learning outcomes

A master's thesis is a type of qualification work for a master's degree candidate, designed to objectively assess the degree of development of research and innovation competencies for conducting research and/or innovative activities with the aim of developing new knowledge and solvingsolving problems in new or unfamiliar environments with incomplete or limited information, taking into account aspects of social and ethical responsibility. The aim of the course is to develop the following competencies in students:

general competencies:
GC 02 - Ability to work autonomously.

professional competencies:
PC 03 - Ability to design and conduct sociological research, develop and justify its methodology.
PC 04 - Ability to collect and analyse empirical data using modern methods of sociological research.
PC 06 - Ability to adhere to the norms of professional ethics of a sociologist and be guided by universal human values in one's activities.

In accordance with the requirements of the educational and scientific programme, after completing the course, students must demonstrate the following learning outcomes:

PRN 04 - Apply scientific knowledge, sociological and statistical methods, digital technologies, and specialised software to solve complex problems in sociology and related fields of knowledge.

LLO 05 - Search for, analyse and evaluate the necessary information in scientific literature, databases and other sources.

PRN 07 - Resolve ethical dilemmas in accordance with the norms of professional ethics of a sociologist and universal human values.

PRN 09 - Plan and carry out scientific research in the field of sociology, analyse results, and justify conclusions.

2. Prerequisites and post-requisites of the discipline (place in the structural-logical scheme of training under the relevant educational programme)

The basis for studying the discipline "Master's Thesis" is the disciplines "Scientific Research Practice", "Scientific Research on the Topic of the Master's Thesis", "Leadership and Crisis Management", "Practical Foreign Language Course for Scientific Communication", "Introduction to Analytical Sociology", "Methodology and Methods of Sociological Research in the Digital Age", "Computer Analysis of Social Information and Data Visualisation", "Theories of Social Behaviour in Contemporary Sociology", Methods of Multivariate Analysis in Sociology, OSINT Technologies in Sociological Research, Foresight Methodology in the Analysis and Modelling of Social Processes, R and Python Programming Languages in Statistical Computing, Big Data Analysis and Artificial Intelligence. The discipline "Master's Thesis" is the last in the structural and logical scheme of training under this educational programme.

3. Content of the academic discipline

Organisationally, the process of writing a master's thesis consists of the following stages:
- preparatory, which begins with the student choosing a topic and receiving an individual assignment from the supervisor (research supervisor) on issues to be addressed during the internship on the chosen topic, includes mastering the internship programme and ends with the preparation and defence of a report on its completion;
- main, which begins immediately after the defence of the practice report and ends approximately two weeks before the defence of master's theses at a meeting of the examination committee. At this stage, the master's thesis must be fully completed and checked by the supervisor (scientific supervisor) and consultants;
- final, which includes obtaining feedback from the supervisor and reviews. Completed master's theses with feedback from the supervisor (scientific supervisor) are submitted by students to the graduating department no later than one week before the day of defence at the examination committee.

4. Teaching materials and resources

Basic literature:
1. Regulations on the organisation of the educational process at Igor Sikorsky KPI http://osvita.kpi.ua/node/39
2. Regulations on the examination committee and certification of higher education applicants at Igor Sikorsky KPI http://osvita.kpi.ua/node/35
3. Regulations on the system of assessment of learning outcomes at Igor Sikorsky KPI https://osvita.kpi.ua/node/37

Supplementary literature:

1. Master's thesis: recommendations on structure, content, organisation of implementation and defence [Electronic resource]: teaching aid for master's degree candidates in the speciality C5 Sociology / Igor Sikorsky KPI; compiled by: I. V. Pyholenko, T. V. Kolomiyets. – Electronic text data (1 file). – Kyiv: Igor Sikorsky Kyiv Polytechnic Institute, 2025. – 81 p. Access: https://ela.kpi.ua/server/api/core/bitstreams/e9aa25e9-39e3-4269-a321-5ec485ebb4ee/content
2. http://www.nbuv.gov.ua – V.I. Vernadsky National Library of Ukraine.
3. https://prometheus.org.ua/ The best online courses in Ukraine and worldwide.
4. https://nsuworks.nova.edu/pcs/about.html – Peace and Conflict Studies Journal

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Educational content

5. Methodology for mastering the academic discipline (educational component)

The supervisor (academic supervisor) prepares the assignment for the master's thesis in the appropriate form and issues it to the candidate before the start of the internship, which precedes the completion of the master's thesis. In addition to the assignment for the master's thesis, candidates receive recommendations from the supervisor (academic supervisor) on the selection and processing of materials during the internship that precedes the completion of the master's thesis. The supervisor (academic supervisor) and consultants of the master's thesis consult with candidates according to the approved consultation schedule on issues related to the completion of the master's thesis. In accordance with the assignment for the master's thesis, the supervisor (scientific advisor) and consultants of the master's thesis provide the candidate with recommendations on the content of the sections of the master's thesis, the specifics and requirements for the completion of individual questions of the assignment, the processing of the necessary literature, normative and reference materials, scientific publications, etc. The consultant informs the supervisor (academic supervisor) of the master's thesis about the status of the section, the applicant's persistence and independence in working on the section, their attitude to following the recommendations and taking into account the consultant's comments.

6. Independent work of the student

The supervisor (academic supervisor) and consultants of the master's thesis recommend methods for solving the task for the master's thesis, leaving the candidate the right to make the final decision independently. When writing a master's thesis, the candidate must adhere to the principles of academic integrity and complete the master's thesis independently. The candidate must regularly, at least once every two weeks, inform the supervisor (academic supervisor) about the progress of the master's thesis in accordance with the schedule, and provide the necessary materials for verification at his request. The applicant is responsible for the correctness of the decisions made, justifications, calculations, the quality of the text and graphic (illustrative) material, their compliance with the requirements for master's theses, existing regulatory documents and the educational programme.

Policy and control

7. Policy of the academic discipline (educational component)

The organisation and implementation of the master's thesis is regulated by the following documents:
- university order on sending students for practical training and appointing practical training supervisors;
- university order on the approval of master's thesis topics and the appointment of their scientific supervisors.
- The supervisor (academic supervisor) monitors the candidate's compliance with the schedule for the completion of the master's thesis. In the event of significant violations that may lead to failure

to meet the deadlines for submitting the master's thesis to the examination committee, the department management shall be informed so that appropriate measures can be taken, including the decision to deny the candidate admission to the defence.
- The supervisor (academic supervisor) supervises the candidate's work on the master's thesis and is responsible for the absence of systematic errors in the master's thesis. If the candidate fails to follow the recommendations for correcting such errors, the supervisor (academic supervisor) shall indicate this in their review.

Academic integrity
The policy and principles of academic integrity are defined in Section 3 of the Code of Honour of the National Technical University of Ukraine "Igor Sikorsky Kyiv Polytechnic Institute". For more details: https://kpi.ua/code (other necessary information regarding academic integrity)

Standards of ethical conduct
The standards of ethical conduct for students and employees are defined in Section 2 of the Code of Honour of the National Technical University of Ukraine "Igor Sikorsky Kyiv Polytechnic Institute". For more information: https://kpi.ua/code.

8. Types of control and rating system for assessing learning outcomes (RSO)

After reviewing the submitted materials, the head of the department decides on admission to the defence and signs the title page of the master's thesis. The decision of the head of the department is recorded in the relevant minutes of the department meeting.

The certification of higher education applicants in the specialty 054 Sociology is carried out in the form of the defense of a qualification work – a master's thesis.

The rating system for assessing (RSA) master's theses of higher education applicants of the second (master's) level who are studying under the educational and scientific programme "Social Data Analytics" is developed on the basis of the Regulations on the system for assessing learning outcomes at Igor Sikorsky KPI.

The RAS for a master's thesis is 100 points and includes the assessment of:
- the quality of the master's thesis (70 points);
- the defence of the master's thesis (30 points).

1. Assessment of the quality of the master's thesis – 70 points

The following characteristics are subject to assessment:

1. Compliance of the content of the master's thesis with the topic and the approved plan (10 points):
- 6-10 – the content of all sections of the master's thesis corresponds to the approved plan;
- 1-5 – the content of several sections of the master's thesis corresponds to the approved plan;
- 0 – the content of none of the chapters of the master's thesis corresponds to the approved plan.

2. The degree of disclosure of the theoretical aspects of the problem chosen for research and the correctness of the use of the conceptual apparatus (15 points);
- 11-15 – the conceptual apparatus is formed, the theoretical aspects of the problem are disclosed;
- 6-10 – the conceptual apparatus is formed, the theoretical aspects of the problem are partially disclosed;
- 1-5 – the conceptual apparatus is formed, but the theoretical aspects of the problem are not disclosed;
- 0 – conceptual apparatus is not formed; theoretical aspects of the problem are not revealed.

3. Presence of critical comparisons and generalisations of different points of view and approaches to the formulation and solution of the problem (10 points):
- 6-10 – critical comparisons are present and accompanied by correct generalisations;
- 1-5 – critical comparisons are present, but generalisations are absent or incorrect;
- 0 – critical comparisons and generalisations are absent.

4. Degree of use of factual material; coverage of the characteristics of the manifestation and solution of the problem under study in domestic practice (10 points):
- 6-10 – factual material is used, domestic practices are covered;
- 1-5 – factual material is used, but the features of the manifestation and solution of the problem in domestic practice are not highlighted;
- 0 – factual material is not used.

5. The volume and adequacy of primary sources used in writing the work and compliance with citation ethics (15 points):
- 11-15 – materials from monographs, statistical compilations and reference books, periodicals and the Internet are used, citation ethics are observed;
- 6-10 – materials from textbooks and manuals, monographs, statistical compilations are used, citation ethics are mostly observed;
- 1-5 – materials from textbooks and manuals, periodicals, citation ethics partially observed;
- 0 – materials from textbooks and manuals only (up to 10 sources) are used, citation ethics are not observed.

6. Compliance of the master's thesis with the established requirements (10 points):
- 6-10 – the text of the master's thesis is formatted in accordance with the established requirements;
- 1-5 – the text of the master's thesis is formatted with minor violations of the established requirements;
- 0 - the text of the master's thesis is formatted with significant violations of the established requirements.

2. Assessment of the defence of the master's thesis – 30 points

The following characteristics are subject to assessment:

1. Ability to clearly, concisely and logically present the main results of the research (15 points):
- 11-15 – the master's student is able to clearly, concisely and logically present the main results of the research;
- 6-10 – the master's student is able to present the main results of the research partially clearly and concisely;
- 1-5 – the master's student presents the main results of the research in a disorderly manner;
- 0 – the master's student is unable to clearly and concisely present the main results of the research.

2. Completeness, depth, and soundness of answers to questions (15 points):
- 11-15 – the master's student provides complete, in-depth, well-reasoned answers to the questions asked;
- 6-10 – the master's student provides insufficiently complete, in-depth answers to the questions asked;
- 1-5 – the master's student provides incomplete, superficial, unfounded answers to the questions asked;
- 0 – the master's student is unable to provide answers to the questions asked.

Additional points are awarded for:

- practical focus of the work (the work was commissioned by an enterprise or institution; the technical specifications for the work were approved by the customer; the work was performed within the framework of a commercial contract or state order) – plus 5 points.
- implementation of the work materials (a Ukrainian patent for an invention, industrial design, utility model or positive decision has been obtained; the results of the work have been implemented or accepted for implementation in accordance with the relevant acts; several scientific articles have been published or several reports have been made at scientific conferences, there are abstracts of reports, copies of articles) – plus 5 points.

After the defence of the master's thesis, each member of the examination committee sums up the points for the quality component of the master's thesis and the defence component of the master's thesis, converts them into a rating, and then, at a closed meeting of the examination committee, the rating is calculated and converted into grades on the university scale (Table 1).

Table 1. Correspondence of rating points to grades on the university scale:

Number of points	Grade
100-95	Excellent
94	Very good
84	Good
74-65	Satisfactory
64-60	Sufficient
Less than 60	Unsatisfactory
Admission requirements not met	Not admitted

Work programme (syllabus):

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Approved by the Department of Sociology (Minutes No. 14 of 23 June 2025)

Approved by the Methodological Commission of the Faculty (Minutes No. 4 of 24 June 2025)