**Instructions for external examiners in EAS4900 (International Project Semester)**

**Applicable from autumn 2008**

The material which is to be graded in this course is in the form of a lengthy report of 20 pages, or two to three reports which together make up a minimum of 20 pages. In addition, a three-page summary of the report(s) must be written.

The assignment will formally satisfy the usual requirements for term papers on the master’s level at the University of Oslo (UiO). However, the objective of the course and of the project semester will imply that this term paper will be somewhat different in form and content from other academic assignments. The objective of the project semester is for the student to make use of his or her proficiency and humanistic competence in a work situation, and to gain professional experience directly relevant to the student’s education.

The project report(s) are therefore to be written on a topic which the workplace and the student work out in mutual consultation, and which is to be approved by the supervisor at UiO. It will be advantageous if the approval takes place as soon as possible after the beginning of the semester. The report format leads naturally to the term paper placing more weight on reporting and interpreting of case circumstances, and less weight on the use of theory and analysis. Statements and conclusions must be substantiated and documented just as in other assignments, but use of theory and comparative aspects will not be as prominent as in most other master’s level academic assignments. It will however be expected that the report(s) are written in the reporting tradition which exists at the workplace in question. The form of the assignment will consequently vary somewhat according to the workplace, activities and the topic of the term paper.

Supervision is to be done both by the contact person at the workplace, and by the formal academic supervisor at UiO. Normally the supervision at the workplace will focus on the choice of a topic, collection of material, and profiling the topic in line with the need and wishes of the workplace. The supervision by the supervisor at UiO should mainly involve use of sources, structuring of the assignment, and the structure of the argumentation itself.

The report(s) is/are graded by the supervisor and the person with course responsibility, with a descending scale using alphabetic grades from A to E for passes and F for fail.

Where rights to the material and the report are concerned, it is important to clarify that these in many cases will enter into the routine activities at the workplace, and there can be circumstances such that the workplace does not wish the student to publish the material through other channels. In principle, the rights to the material will therefore belong to the workplace, albeit in such a way that the assignment can be graded at UiO. The student can only make further use of the material with the agreement of the workplace in question.

*Heads of programmes AAS and EAS*

*May 2008*