

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE

TERNOPIL VOLODYMYR HNATIUK NATIONAL PEDAGOGICAL
UNIVERSITY

APPROVED

by Academic Council of the University,
protocol № 3 dated 24.10.2017,
put into effect by order of the rector
№ 278-p dated 24.10.2017

Rector

[Signed]

Kravets V.P.

[Seal: Ministry of Education and Science of Ukraine, Ternopil Volodymyr Hnatiuk
National Pedagogical University, 02125544]

REGULATION
ON MASTER'S THESIS
OF TNPУ STUDENTS

Ternopil – 2017

1. GENERAL PART

1.1. Master's thesis is a final qualification work, independent educational and research work and at the same time a form of preparation and final attestation of a student according to an educational and professional or educational and scientific program. Its defense before the Examination Commission completes the course of study at the second (master's) level of higher education. It is provided in the curriculum as a mandatory final stage of master's degree preparation.

Execution and defense of the master's thesis allows to determine the level of theoretical and practical training of a student, to check their ability to be a certified specialist in a particular specialty.

1.2. The main purpose of writing a master's thesis is to master students' integrated ability to solve complex tasks and problems in a particular field of professional activity or in the learning process, which involves research activities based on acquired during the training period general, professional, subject competencies in accordance with requirements of the standards of higher education of the second (master's) level.

1.3. This regulation defines the general requirements for the preparation and public defense of a master's thesis. Based on this regulation, faculties and departments can, based on the specifics of specialties and disciplines, specify the evaluation criteria and features of preparation of final qualifying works, clarify the relevant regulatory requirements, develop guidelines.

1.4. Completion of the master's thesis involves:

- deepening, systematization and consolidation of the student's competencies acquired during the study;
- development of their ability to choose and analyze a scientific or practical problem, to draw conclusions and generalizations, to apply knowledge to solve specific scientific, industrial and other problems, to substantiate specific recommendations, which may be theoretical and / or practical;
- development of skills of independent work and creative search, including in the changing conditions;
- mastering the methods of scientific research and experiment in accordance with the specialty;
- determining the level of readiness of the graduate for future professional activity, self-improvement and continuing education to obtain the third level of higher education.

1.5. Given that in TNPU training of masters in the vast majority of specialties is carried out by educational and professional (rather than educational and scientific) programs, and in order to reduce risks for compilation and borrowing of unaddressed texts from Internet resources (which is typical for individual theoretical tasks) it is recommended to give preference to the subject of master's theses of applied nature. In such works, the main part of the text is devoted to the disclosure of issues of practical application of certain scientific provisions, innovative experience of individual educational institutions (colleges, lyceums, educational centers, institutes, universities), institutions (travel agencies, associations, other enterprises), own author's ideas and developments of undergraduates in the specialty. Works of applied

nature are saturated with the results of their own observations, experimental research, surveys, document analysis; illustrations, primary materials of these institutions; author's developments, recommendations, etc.

2. CONTENT, STRUCTURE AND VOLUME OF THE MASTER'S THESIS

2.1. The master's thesis reveals the essence and relevance of the problem under consideration, indicates the degree of its scientific research, substantiates the elements of scientific novelty and practical significance. The problem is considered comprehensively on the basis of the analysis of the literature, scientific sources, the studied facts and the phenomena, data of a stated experiment, etc.

2.2. According to its structure, the master's thesis usually consists of:

- title page;
- table of contents;
- list of symbols and abbreviations (if necessary);
- entry;
- 2-4 paragraphs, consisting of subparagraphs and ending with conclusions to paragraphs;
- general conclusions;
- list of used sources, including in foreign publications in the language of the European Union;
- applications (tables, diagrams, illustrations, documents, protocols, test reports, calculations, methodical developments, models, products, etc., if necessary).

The annotation and key words are added to the master 's thesis (in Ukrainian and in English).

1. In the introduction (approximate volume - from two to six pages of A4 format; from 3 to 10 thousand characters): the relevance of the topic, the choice of object and subject of research, scientific and practical significance of the results are substantiated; a brief analytical review of sources on the chosen topic is given, different points of view, tendencies in problem development, its theoretical and methodological aspects are singled out; the purpose and tasks, methods and stages of research are defined; the logic of the experiment is described (if necessary), etc.

2. In the paragraphs consisting of subparagraphs, the main content of research is stated in detail: theoretical and applied aspects, experience of separate establishments of the given branch, the facts and documents are characterized, methods and ways of the decision of the set tasks, results of research, etc. are specified. Each section usually ends with short conclusions in the form of a separate item that is not numbered. A separate section can be devoted to the description of own research (experiment), a technique of its carrying out and the generalization of the received results.

3. The final part of the work highlights the general conclusions, provides recommendations for the practical application of research results. The conclusions are substantiated by reflecting the author's own positions in accordance with the logic of the research objectives.

2.3. The volume of the main text depends on the specifics of the field of knowledge, specialty, nature of the master's thesis (theoretical or applied) and is from 30 to 80 pages. As a rule, for exact sciences (physical and mathematical, natural, systems sciences and cybernetics), art, physical education, sports and human health it is from 30 to 40 pages; for pedagogical education - from 40 to 60; for the humanities and socio-political sciences, journalism and information, from 60 to 80. In some cases, the faculty council may decide on a different volume of master's theses, taking into account the specifics and nature of a particular topic and task of the master's thesis.

2.4. The main text does not include pages with a list of used sources, list of symbols and appendices, as well as pages of the main content without text, which contain only tables, diagrams, figures (these pages are part of the total text of the work). The total volume of the text of the master's thesis is not regulated. All pages of all elements of the master's thesis are subject to end-to-end numbering.

2.5. Specific requirements for the content, structure and scope of master's theses in certain specialties are determined by the guidelines developed by the relevant graduate departments.

3. MAIN STAGES AND FEATURES OF THE ORGANIZATION OF MASTER'S THESIS PREPARATION

3.1. The approximate stages of preparation and defense of the master's thesis are:

- selection of the topic and its approval by the department, approval by the faculty council;
- writing a statement by the master student to the head of the department for permission to perform work on the selected topic and the appointment of a supervisor;
- preparation and execution of the task (Appendix A) and the calendar schedule of work (Appendix B);
- making a work plan for a master's thesis;
- selection and analysis of sources;
- collecting factual material, conducting research work, writing a text, approbation of results at conferences, publication of articles, abstracts, etc.;
- acquainting the supervisor with the text of the work and providing individual consultations, conducting seminars for a group of students performing master's theses on related topics in content or nature;
- finalization of the master's thesis and its transfer to the supervisor and reviewer;
- preliminary defense of the master's thesis at the department;
- transfer and registration of master's thesis and accompanying documents to the dean's office for the Examination Board;
- public defense of the qualification work before the Examination Board.

3.2. The student has the right to choose the topic of the master's thesis on the approximate topics of the department or on the proposal or consent of the supervisor - in accordance with a comprehensive plan of scientific research of the department or an individual plan of the supervisor. The student also has the right to propose his own topic of the master's thesis with a convincing argument of its relevance.

Based on the personal application of the student at the meeting of the department, the topic of their master's thesis is approved and a supervisor is appointed.

Topics are approved in the first semester of master's degree, but not later than November.

If necessary, but not later than one month before the defense, the topic of the master's thesis may be clarified or changed, as decided by the department.

The tasks for the master's thesis is provided by the supervisor.

As an exception, for master's theses on a complex topic, in addition to the supervisor, departments may appoint scientific consultants. The need to appoint an official scientific consultant must be justified.

3.3. At the beginning of the master's research, the head of the department approves the schedule of consultations and seminars of supervisors, taking into account the calendar plans for the implementation of master's theses by students.

3.4. Reviewers of master's theses, as a rule, are appointed from among the scientific and pedagogical workers of TNPU with scientific degrees, academic titles, which are not members of the department where the master's work was performed. Researchers of the research part of TNPU, scientific and pedagogical workers of other universities with scientific degrees and academic titles, as well as highly qualified specialists of enterprises in the field corresponding to the topic of the master's thesis can also be involved in the review.

4. STUDENT'S RIGHTS AND OBLIGATIONS

4.1. Student has the right to:

- select a scientific supervisor;
- ask the department questions about the change of the supervisor, if there are good reasons for this;
- offer their own topic of the master's thesis justifying its relevance;
- have full access to all source resources of TNPU, scientific library;
- require from the supervisor assistance in preparing a master's thesis in accordance with paragraph 5.2. of this regulation.

4.2. Student is obliged to:

- strictly adhere to the schedule of master's work, and in cases of delay from the schedule - to give an explanation to the supervisor or head of the department;
- submit in accordance with the schedule for review to the supervisor the master's thesis in parts and in the completed form;
- make a master's thesis in accordance with National standards and technical requirements;
- comply with the requirements of TNPU regulations on academic integrity;
- respond reasonably and tactfully to the remarks of the supervisor and reviewer, to answer the questions of the members of the Examination Board and those present at the public defense of the master's thesis.

5. RIGHTS AND OBLIGATIONS OF SCIENTIFIC SUPERVISOR

5.1. Departments appoint the scientific supervisor of the master's thesis from among professors, associate professors of TNPU (as an exception, teachers without a

scientific title, but with a scientific degree of the doctor of philosophy (candidate of sciences)). In some cases, based on the specifics of the master's thesis, in agreement with the first vice-rector, as supervisors of master's theses may be appointed researchers of the research part of TNPU with scientific degrees and academic titles, as well as highly qualified specialists in the field corresponding to the master's thesis.

Scientific specialty, academic title of supervisor, their scientific interests must correspond to the subject of master's theses, for which they were appointed as a supervisor.

The decision to appoint a supervisor is made by the department simultaneously with the approval of the topic of the master's thesis.

The maximum amount of annual study load for the management of final qualifying works of students should not exceed $\frac{1}{4}$ its total annual study load.

In order to optimize the study load of the supervisors of master's theses, seminars and consultations are held with groups of students who perform master's theses on topics related in content or nature. The number of undergraduates in the group for seminars, group consultations, as a rule, does not exceed 15 people.

Classes of this type are not included in the standard of the total number of disciplines per teacher.

5.2. Supervisor of a master's thesis is obliged to:

- provide assistance to the student in choosing and justifying the topic, making a work plan and determining the stages of its implementation, selection of sources and research methods, writing, design of work, preparing it for public defense, etc.;
- conduct systematic consultations for individual students and seminars for a group of students performing master's theses on topics related in content or nature;
- check the performance of work (at different stages and in general);
- inform the department about the state of preparation of qualification work;
- give a written feedback on the student's master's thesis (with an opinion on the possibility of its defense) not later than 1 month before the defense at a meeting of the Examination Board.

5.3. Supervisor has the right to:

- get acquainted with the review of the student's qualifying work for its defense;
- take part in an open meeting of the Examination Board, at which the student defends the master's thesis;
- not later than four months before the defense, on a written application to refuse to supervise the master's thesis of a student who without good reason does not follow the approved schedule or insists on ideas that differ from the scientific beliefs of the supervisor; the final decision in this regard is made by the department.

5.4. In case the defense of the master's thesis is considered unsatisfactory and the Examination Board agrees to re-defend the work on the same topic, the supervisor provides the student with the necessary assistance in finalizing the work.

6. LAYOUT OF MASTER'S THESIS

6.1. Master's thesis must be arranged in accordance with the requirements of the National Standard of Ukraine DSTU 3008-95 "Documentation. Reports in the field of science and technology. Structure and layout rules", which corresponds to the

international standard ISO 5966: 1982 “Documentation - Presentation of scientific and technical reports”.

6.2. Complete identity of the printout and the electronic file is required. The text is typed in Microsoft Word (versions 97 and above). The main headset - Times New Roman.

6.3. The master's thesis begins with the title page, which states: the official name of the university, faculty and department; topic of master's work; specialty; last name, first name, patronymic of the student; last name, first name, patronymic of the supervisor, their scientific degree and academic title; assessment (Appendix C).

6.4. The next page presents the table of contents of the qualification work, which reflects its structure (paragraphs, subparagraphs, etc.), indicating the pages of their placement.

6.5. Each structural part of the qualification work (table of contents, list of symbols, introduction, paragraphs, general conclusions, list of used sources, appendices) begins with a new page and is indicated in capital letters, for example: INTRODUCTION, PARAGRAPH, APPENDICES. The section and its title are centered according to the text of the work. Names of the subdivisions are given in capital letters from the paragraph.

If the volume of appendices is large, they can be arranged in a separate folder called “Appendices to the master's thesis”.

It is necessary to maintain the proportions of the volume of all structural parts of the qualification work. In particular, the introduction and general conclusions in the amount should not exceed 10% of its total. The distribution of the text by sections is determined by the dominant nature of the work: theoretical or applied.

6.6. The text is printed on one side of an A4 sheet.

The margins on the page are arranged as follows: left - 30 mm, right - 10 mm, top - 20 mm, bottom - 20 mm.

Paragraph titles are separated at the top and bottom by lines and written in capital letters. On a page of continuous text - 28-29 printed lines, from 58 to 60 characters with spaces between words inclusive in a line.

All pages are numbered. General numbering begins with the title page, but the serial number is not placed on it; on all subsequent ones it is located on the top right.

The text of the qualification work should be typed in Times New Roman font; size - 14; line spacing - 1.5. The text of the work is not usually overloaded with markers, italics and other fonts.

6.7. Bibliographic arrangement of the work must meet the requirements of the National Standard of Ukraine DSTU 8302: 2015 [Valid since 2016-07-01] or DSTU HOST 7.1.: 2006 [Valid since 2007-07-01].

6.8. A prerequisite for the high quality of the master's thesis is its scientific nature, clear logic of presentation, correctness of linguistic and stylistic design. The text must be carefully verified by the author after computer typing before printing. The author is responsible for the accuracy of numerical, factual data, citations.

6.9. After full completion, the master's thesis is signed by the student on the title page, bound and submitted to the supervisor for review.

7. STUDENT'S PREPARATION FOR DEFENSE

7.1. After receiving a response from the supervisor, the student submits a master's thesis to the department and the reviewer.

7.2. No later than two weeks before the defense, in accordance with the approved schedule of meetings of the Examination Board based on the response of the supervisor and the reviewer, the department gives a recommendation to defend the student's qualification work.

7.3. No later than ten days before the defense, the master's thesis together with the review, the response of the supervisor is sent to the dean's office for the Examination Board.

7.4. Other materials characterizing the scientific and practical significance of the work may also be submitted to the Examination Board (published articles, abstracts of scientific reports on the research topic; acts of implementation of research results; models, devices developed and made by the student). The availability of such materials increases the value of the master's thesis and is taken into account in the formation of the total assessment.

8. DEFENCE OF MASTER'S THESIS

8.1. Students who have fully fulfilled all the requirements of the curriculum are allowed to defend their master's thesis.

8.2. The defense is held at an open meeting of the Examination Board.

8.3. The Examination Board listens to the speech of the author of the master's thesis, gets acquainted with the review and the response of the supervisor.

8.4. Student is given approximately ten minutes to speak before the Examination Board (corresponds to reading aloud about four to five pages of text).

Oral speech of a student at an open meeting of the Examination Board, as a rule covers:

- substantiation of the relevance of the topic;
- determining the purpose of the master's thesis, the logic of specific tasks;
- disclosure of the essence of scientific novelty and practical significance of the research results;
- presentation of conclusions, recommendations.

Student is also obliged to essentially answer the questions of the members of the Examination Board and those present, to give reasoned explanations regarding the critical remarks of the review.

8.5. During the presentation, the graduate must strive to demonstrate fluency in the research material and prove the scientific and practical value of the work performed, in particular:

- show thorough awareness and wide erudition on the chosen problem and subject of research, including in foreign sources, in the context of the specialty;
- show the innovative nature of self-obtained results;
- combine speech with the use of multimedia tools, demonstration of tables, diagrams, products, devices, installations, etc.

8.6. The decision to evaluate the qualifying master's thesis is made at a closed meeting of the Examination Board. The defining criteria are independence, scientific

novelty, practical significance of recommendations, the student's ability to lead a discussion, defend his ideas and conclusions, his knowledge of sources of information (including foreign) on the problem of research, knowledge of a foreign language. The highest total marks for the master's mark are given if the master participated in research projects, international student exchanges (confirmed this in documents), presented published articles, materials of scientific reports on the research topic, acts of implementation of research results, models and devices, developed and manufactured by them, etc.

8.7. Student who has successfully defended a master's thesis, according to the decision of the Examination Board is awarded a master's degree, a diploma and a supplement to it.

8.8. If a student has passed "excellent" at least 75% of the subjects of the curriculum, and from other disciplines received a grade of "good" and defended the qualification work with a grade of "excellent" (at least 90 points on the ECTS scale), they are awarded a diploma with honors.

8.9. Qualification work (one copy), review, supervisor's review, annotation and student's study card are submitted to the TNPU archive.

8.10. The topic and assessment of the qualifying master's thesis is entered in the appendix to the graduate's diploma, record book and student's study card.

8.11. At the suggestion of the Examination Board, the best master's theses are marked by incentive measures, including recommendations for admission to graduate school, referral to a prestigious job, etc.

8.12. In cases when the defense of the master's thesis is considered unsatisfactory, the Examination Board determines whether the student may re-submit the same work with revision, or they are obliged to work on a new topic defined by the relevant department.

A student who has not defended a master's thesis is allowed to re-defend it within three years after graduation.

For students who have not defended their master's thesis for a good reason (documented), the rector's order may extend the term of study until the termination of the Examination Board to defend the master's thesis, but not more than one year.

Ministry of education and science of Ukraine
Ternopil Volodymyr Hnatiuk National Pedagogical University

Faculty of Arts
Department of Musicology and Methodology of Musical Art

TASKS
FOR STUDENT QUALIFICATION / MASTER'S THESIS
Ivanyshyn Mykhailo Petrovych

**on the topic "REBELLION SONGS OF SOUTHERN VOLYN: THEMES
AND MUSICAL STYLISTICS"**

Specialty:
014.13 Secondary education (Musical Art)

SCIENTIFIC SUPERVISOR: Doctor of Arts, Professor Smoliak Oleh Stefanovych

Deadline for the student to submit the work and supporting documents to the department:
12.12.2018

Contents (list of key issues to be addressed):

1. Musical life of UPA soldiers.
2. Musical styles of songs of UPA soldiers.
3. Study of the songs of UPA soldiers in secondary school.

List of additional materialized results of work (models, products, illustrations, etc.):
lyrics and musical notes of songs.

* Tasks for the master's thesis and the schedule of its preparation for defense are printed on one sheet, on two pages.

SCHEDULE OF PREPARATION OF QUALIFYING MASTER'S THESIS FOR DEFENCE (APPROXIMATE VERSION)

No	LIST OF WORKS	Term of performance, 1 st year of study	Term of performance, 2 nd year of study	Supervisor's note
1	Choosing a topic, approving it at a meeting of the department and consolidating the supervisor	October-November		
2	Making a work plan and schedule for its preparation, coordination with the supervisor	November		
3	Study of the main sources of literature, materials of archives, periodicals, collection and generalization of facts, data	October-January		
4	Systematization of analytical material in the form of a paragraph of work	December-February		
5	Development of experimental methods Conducting a diagnostic examination (if necessary)	Before practice** During practice**		
6	Intermediate control of work performance	May		
7	Writing a qualifying work in general, getting acquainted with its first version of the supervisor			
8	Paragraph 1 (problem statement, theoretical foundations, review of literature sources)	March		
9	Paragraph 2 (practical and analytical part, experience)	During practice** May		
10	Paragraph 3 (research and recommendation part, experiment)	During practice**	During practice**	
11	Completion of the qualifying work, its arrangement in accordance with the requirements and submission for review to the supervisor		October	
12	Submission for external review		October	
13	Preparation for the defense of qualifying work at the meeting of the department: writing a report and preparing illustrative material		October-November	
14	Preliminary defense of qualifying work at the meeting of the department		November	
15	Submission of qualification work to the department with all accompanying documents		Beginning of December	
16	Public defense of qualification work before the Examination Board		According to the Examination Board schedule	

* Tasks for the master's thesis and the schedule of its preparation for defense are printed on one sheet, on two pages

** This column indicates a specific term in accordance with the schedule of internships at the faculty

The schedule is agreed 02.11.2017

Scientific supervisor _____ Smoliak O.S. Executor of the master's work _____

Ministry of education and science of Ukraine
Ternopil Volodymyr Hnatiuk National Pedagogical University

Faculty of Arts
Department of Musicology and Methodology of Musical Art

Master's thesis

**on the topic "REBELLION SONGS OF SOUTHERN VOLYN: THEMES
AND MUSICAL STYLISTICS"**

Specialty:
014.13 Secondary education (Musical Art)

Student of the group mMM-1
Ivanyshyn Mykhailo Petrovych

SCIENTIFIC SUPERVISOR:
Doctor of Arts, Professor
Smoliak Oleh Stefanovych

REVIEWER:
Candidate of Pedagogical Sciences,
Associate Professor
Oronovska Larysa Dmytrivna

The work is defended with an assessment:
National scale _____
Number of points: ____ Grade: ECTS ____

Ternopil - 2017