Honoured reviewer

Tallinn University Institute of Informatics would like to kindly ask you to express your opinion regarding the Bachelor thesis or Master thesis forwarded to you.

In your review we would like to ask you to present your grounded opinion regarding the content, the author’s attainments, and main shortcomings in the thesis paper, according to the requirements imposed by the Institute of Informatics.

It is strongly advised to evaluate the following aspects in the review of the thesis paper:

- Actuality of research questions – to which extent proposing the research questions and achieving the research outcomes would be useful regarding something or someone’s point of view, meaning that the potential scientific and/or practical value of the thesis should be assessed.
- Depth of the analysis of proposed research questions – has there been conducted sufficiently thorough analysis of previous research and other authors’ publications covering same or similar research issues.
- Proficiency in applying research methods – to which extent the choice of research methodology is grounded, and have the research methods been applied in a proper manner (e.g. application of data collection and analysis methods, sample selection, the quality of research instruments used, relevancy and application of development strategy, etc).
- Cogency of the argumentation and presentation – to which extent the goals of the thesis paper, the methods selected for retrieving the outcomes, and the results achieved are consistent to one another; how well grounded, precisely described and correct are the deriving process and analysis presented in the thesis.
- Content value and compactness – how comprehensively has the research question been handled (at the same time securing appropriate focus) and to which extent the similarities and differences with the research outcomes of other authors’, researching similar questions, have been presented; to which extent new knowledge / solutions are proposed; is the volume (no of pages) of the thesis paper corresponding to its content value and set requirements.
- Appropriate presentation and format – how correct is the use of language, and how relevant and flawless in content as well as in layout are the tables/illustrations/diagrams/schemas; to which extent the paper is formatted according to the set requirements.

The review should also reflect other possible flaws or mistakes, should these be detected in the thesis paper. For example:

- content of the paper is not sufficiently matched with the title,
- theoretical and empirical parts of the paper are not either content wise or in presentation sufficiently consistent and/or balanced,
- ethical norms have been violated (incl. requirements in referencing and confidentiality matters are ignored),
- referenced literature is not sufficient or sufficiently relevant,
- specific terms used in the paper are not defined, or have been misused,
- research question is not appropriate to the level of degree applied for (research question is too trivial or too complicated).
NB! In the review we would like to ask you to outline questions to the defender, to which he/ she could provide answers during the defence session. Optimal number of questions is 3 to 5, but if the need arises, more questions may be posed. In the latter case, the defender will be asked a few selected questions out of the total, considering the time available for the defence session. Questions need to be posed in such manner that they allow defending one’s viewpoint, and are connected to the research questions, goals, research assignments, methodology or conclusions of the thesis paper.

The review is preferably 1 to 2 pages in length and it is presented electronically as well as one original copy signed on paper. In the end of the review there should be a conclusive evaluation, where the reviewer advises the thesis to be considered successfully completed or not completed. The reviewer also gives his/ her suggestion in grading the thesis (in scale: “A” excellent, „B“ very good, „C“ good, „D“ satisfactory, „E“ sufficient, „F“ fail).

It is not expected that the review will include the exact goals or outcomes of the thesis, nor that it will reflect issues concerning the structure of the paper in direct manner (describes the number and content of chapters, number of pages/ illustrations/tables, etc).

Thankfully,

Director of the Institute of Informatics
Tallinn University