



## Guide for Master's Thesis from Study Year 2020/21

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### 1 Topic selection

The topic is agreed upon with the supervisors. The application form "Registration of the topic for the written Bachelor's or Master's thesis" must be completed and submitted to Rosa Blaschek in the Dean's Office with the signatures of the supervisor and the second supervisor (For time of submission, see 8.)

### 2 Format of a Master's Thesis

a) In a PMA Degree, an academic Master's Thesis is written.

b) In a KMA Degree, the following options are available:

- Academic Master's Thesis (Degree programmes for Music, Degree programmes for Dance)
- Lecture Performance (Degree programmes for Music, Degree programmes for Dance)
- CD or Multimedia Production (only degree programmes for Music)
- Video or Webproduction (only degree programmes for Dance)

### 3 Supervisor selection

Each thesis is supervised by two persons: the first supervisor and the second supervisor.

a) Academic Master's Thesis (same regulations for PMA and KMA)

The first supervisor of the PMA thesis is to be chosen from among the supervisors of the Master's Theses Colloquium. The second supervisor can be freely chosen from among the teachers of the ABPU. Please note: The first or second supervisor must have a doctorate or a habilitation in the field of musicology, music pedagogy or dance studies.

b) Lecture Performance, CD or multimedia production, Video or web production (these formats exclusively possible in KMA)

One of the two is to be chosen from the group of teachers with a colloquium or from the group of teachers with a doctorate from the ABPU. This teacher is primarily responsible for the written part (this can also be the second supervisor).

### 4 Scope

4.1 PMA: Academic Thesis

80 – 100 pages of text (2500 characters per page, including spaces; in total 200,000 – 250,000 characters)

4.2 KMA: Academic Thesis

40 – 50 pages of text (2500 characters per page, including spaces; in total 100,000 – 125,000 characters)

4.3 KMA (Degree programme for Music): Lecture Performance

The Lecture Performance is in two parts and consists of a public lecture and a written component.

- In the public lecture, various musical and/or performative aspects of a work are presented theoretically and practically. Duration of the lecture: 30 minutes, subsequent discussion: 15 minutes. The practical presentation should take place on the candidate's own instrument as a soloist or in an ensemble. The length of the performance should be in proportion to the number of words (40/60, 50/50, 60/40). The work discussed does not have to be performed in its entirety. The explanations must be given in free speech. Rules and conditions for the choice of musical programme are laid down separately in the examination regulations of the individual degree programmes. The lecture performance must be accompanied by a handout in the form of a programme note.
- As a written part, the candidate must write in-depth explanations of the work discussed, comprising at least 15 pages of text (2,500 characters per page including spaces; 37,500 characters in total). This should not contain biographical data on the performers, but rather relevant biographical information on the composer, historical information (historical contextualisation of the work) and, if applicable, theoretical and/or practical performance or editorial details.

4.4 KMA (Degree programme for Dance): Lecture Performance

The Lecture Performance is in two parts and consists of a public lecture and a written component.

- In the public lecture, different dance practices, choreographies and/or repertoires will be presented theoretically and practically. Duration of the lecture: 30 minutes, subsequent discussion: 15 minutes. The practical presentation should be solo or ensemble. The length of the presentation should be in proportion to the number of words (40/60, 50/50, 60/40). The explanations can be given in free speech or by means of different thematic media transfers such as (choreographic) drawings, pictures, photos, dance scores, animations, etc. Rules and conditions for the choice of programme are specified separately in the examination regulations of the individual degree programmes.

The lecture performance must be accompanied by a handout in the sense of a programme note. Die Erläuterungen können in freier Rede bzw. anhand unterschiedlicher thematischer Medientransfers wie (choreographischen) Zeichnungen, Bilder, Fotos, Tanzpartituren, Animationen etc. erfolgen.

- For the written component, the candidate must submit in-depth explanations of the discussed thematic material comprising at least 15 pages of text (2,500 characters per page including spaces; 37,500 characters in total). This should not contain biographical data on the performers, but rather relevant biographical information, historical information (historical contextualisation of the work) as well as theoretical and/or practical performance or editorial details, if applicable.

#### 4.5 KMA (Degree programme for Music): CD or multimedia production (Audio and/or Video)

It must be a production that meets professional standards and functions on its own. The production must have a clear thematic focus and a concept appropriate to the medium. Rules and conditions for the choice of musical programme are specified separately in the examination regulations of the individual degree programmes.

- The duration of the CD production is at least 30 to a maximum of 75 minutes.  
For an audiovisual web production, 15 minutes are sufficient plus the textual and pictorial design.
- As a written contribution (in addition to the booklet for CD productions, which can be freely designed), a justification of the programme design, a documentation of the production process as well as historical and/or analytical reflection and contextualisation must be included with the programme (not analogous to the booklet!).

Length: 15 pages of text (per page 2,500 characters incl. spaces; total 37,500 characters). The historical-analytical explanations should make up at least half of this text.

In the case of a web production, parts of the written performance can also be integrated into the website. be integrated into the website.

#### 4.6 KMA (Degree programme for Dance): Video or web production

It must be a production that meets professional standards and functions on its own. The production must have a clear thematic focus and a concept appropriate to the medium. Rules and conditions for the choice of programme are specified separately in the examination regulations of the individual degree programmes.

- The duration of the video production is at least 30 to a maximum of 75 minutes.  
The performative, dance-choreographic part of the web production must have a length of approx. 15 minutes, plus the textual and visual design.
- As a written component (in addition to the booklet for video productions, which can be freely designed), a justification of the programme design, a documentation of the production process as well as historical and/or analytical reflection and contextualisation must be attached to the programme (not analogous to the booklet!).

Length: 15 pages of text (per page 2,500 characters incl. spaces; total 37,500 characters). The historical-analytical explanations should make up at least half of this text.

In the case of a web production, parts of the written performance can also be integrated into the website. be integrated into the website.

#### 5 Form:

- Standard font; 1 ½ spacing; 12 pt font size
- Justified main text (hyphenation)
- New spelling according to Duden in the current edition (for German)
- Gender-appropriate language is to be used in all theses. There are a variety of language options, which are chosen by the students in discussion with the supervisors
- To be submitted as a PDF document

#### 6 Declaration

The following declaration must be included on the last page and signed:

*„Hiermit erkläre ich eidesstattlich, dass ich die vorliegende Arbeit selbstständig und ohne fremde Hilfe verfasst habe. Alle Stellen oder Passagen der vorliegenden Arbeit, die anderen Quellen im Wortlaut oder dem Sinn nach entnommen wurden, sind durch Angaben der Herkunft kenntlich gemacht. Dies gilt auch für die Reproduktion von Noten, grafischen Darstellungen und anderen analogen oder digitalen Materialien.*

*Ich räume der Anton Bruckner Privatuniversität das Recht ein, ein von mir verfasstes Abstract meiner Arbeit sowie den Volltext auf der Homepage der ABPU zur Einsichtnahme zur Verfügung zu stellen.“*

*(I hereby declare that I have written this thesis independently and without outside assistance. All passages in this thesis that have been taken from other sources, either verbatim or in spirit, are identified by their origin. This also applies to the reproduction of notes, graphic representations and other analogue or digital materials.*

*I grant Anton Bruckner Privatuniversität the right to make an abstract of my work written by me as well as the full text available for inspection on the homepage of the ABPU.)*

## 7 Structure of a Master's Thesis

As a rule, every Master's Thesis includes:

- Title page / cover page → see cover page template:  
<https://www.bruckneruni.at/de/studium/studienabschluss/>
- Abstract → Results of the work, aspects that remain open and further questions. The abstract can be placed at the beginning of the thesis or attached in the appendix.
- Contents
- Introduction → Presentation and justification of the topic
- Main body of text → State of research / literature review / research questions. Discussion of individual aspects taking into account the different positions of various authors or collection and analysis of empirical data. The individually listed points apply in particular to Master's theses.
- Summary / Conclusion
- Literature list → Complete list of literature used (in alphabetical order)
- List of sources: Source material that complements the written main part is to be included in the appendices (interviews, sheet music material, image collections).
- Any attachments
- Declaration (see above)

## 8 Citations

- In principle, the following applies: In a Bachelor's thesis, citations are standardised and follow a common subject-specific convention. The specific citation method is to be agreed upon with the supervisor.
- Translations: Bachelor's theses that have been translated by translators must include their names on the cover page of the thesis. (→ Cover page template)
- Plagiarism: Submitted work will be checked for possible plagiarism. Plagiarised work will be rejected without exception.
- There are numerous internationally recognised citation methods. At the ABPU, no citation method is prescribed. Please contact the supervisor of the thesis to determine the citation method.

## 9 Submission

Printed and digital copies are to be submitted:

### a) Printed copies:

3 copies: for the Dean, the supervisor, and the second supervisor (each receive 1 x bound copy, printed single sided)

- A low-cost binding option is available at the library.
- The examination theses are to be submitted directly to the supervisor and second supervisor, as well as to Rosa Blaschek (Dean's Office).
- Bachelor's theses will be archived in the library.
- Bachelor's theses that have been graded "with distinction" are also placed in paper form in the library (hardbound copy); submission to Rosa Blaschek in the Dean's Office.
- Temporal regulation: see 8. e)

### b) Digital:

- Bachelor's theses are to be submitted digitally to the Dean's Office (PDF file, without CV and contact information) no later than 1 week before the defensio date. → dekanat@bruckneruni.at
- Together with the submission, an abstract (pdf file, max. 15 lines, Arial 12) must be sent by email to: dekanat@bruckneruni.at  
This abstract, like the full text, is made publicly available by the university and refers to the bachelor's thesis catalogued in the library.
- When submitting the thesis, it must be accompanied by the signed declaration on the submission of a thesis.

## 10 Time frame and administrative process

### a) Notification of topic to Rosa Blaschek, Dean's Office (application form "Registration of the topic for the written Bachelor's or Master's thesis")

- Notification of topics in the course of enrolment for the 6th semester of the Bachelor's degree programme.

### b) It is recommended to attend the colloquium for BA theses at least two semesters before the planned completion.

### c) The registration for the defensio requires the approval of the finished thesis by the supervisors.

Therefore, it is strongly recommended to allow sufficient time for the assessment by the first and second supervisors and to discuss the schedule with the supervisors.

### d) The defensio usually takes place circa 1 month after registration.

### e) Timing for the submission of the bound copy of the thesis to the supervisor, second reader and the Dean's Office:

Supervisor: 4 weeks before the planned defensio

Second supervisor: 3 weeks before the planned defensio

Dean's Office: 1 week before the defensio, printed and in digital (pdf) form

### f) Timing for the submission of digital copy of the thesis:

Bachelor's theses must be submitted digitally to the Dean's Office (PDF file, without CV and contact information) at least 1 week before the defensio. → dekanat@bruckneruni.at

g) Special regulations for a defensio at the beginning of the respective Winter semester:

- By 31 July at the latest, the submission of the work to the Dean's Office must be notified in writing by e-mail to Ms Blaschek. (rosa.blaschek@bruckneruni.at).
- The deadline for the submission of the finished work must be agreed upon personally with the supervisor and the second supervisor in good time.
- The defensio must have taken place by 5 October at the latest if the Master's degree programme is to be started in the Winter semester. If the defensio is carried out after the deadline, it is not possible to start the Master's programme in the winter semester! (Deadline for the Summer semester: 5 March)
- In order to complete the degree programme in the Summer semester, the defensio must be completed within the grace period (in November at the latest). Otherwise, an application for a semester repetition or extension must be submitted to the study office during the examination period and the tuition fee for the Winter semester must be paid.

## 11 Grading scale

The assessment of the written thesis and the associated oral examination (Defensio) is carried out according to the following grading scale:

„Mit ausgezeichnetem Erfolg bestanden“ (passed with distinction)

„Mit sehr gutem Erfolg bestanden“ (passed with good success)

„Mit Erfolg bestanden“ (passed)

„Nicht bestanden“ (not passed)

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