https://e.tsi.lv/

Information for Students
https://e.tsi.lv/course/index.php?categoryid=712
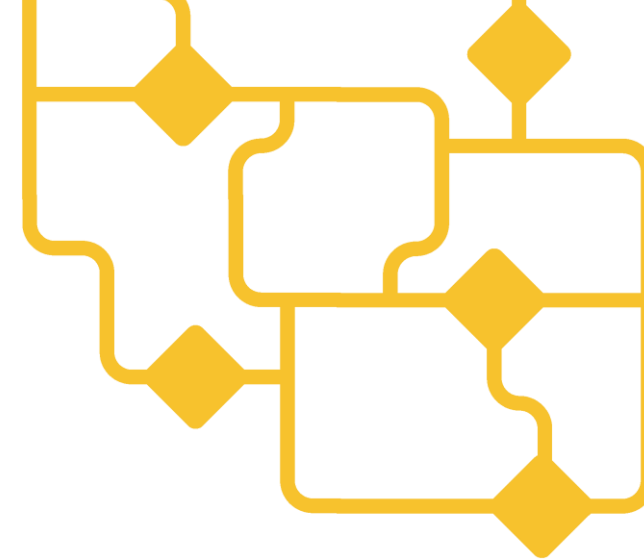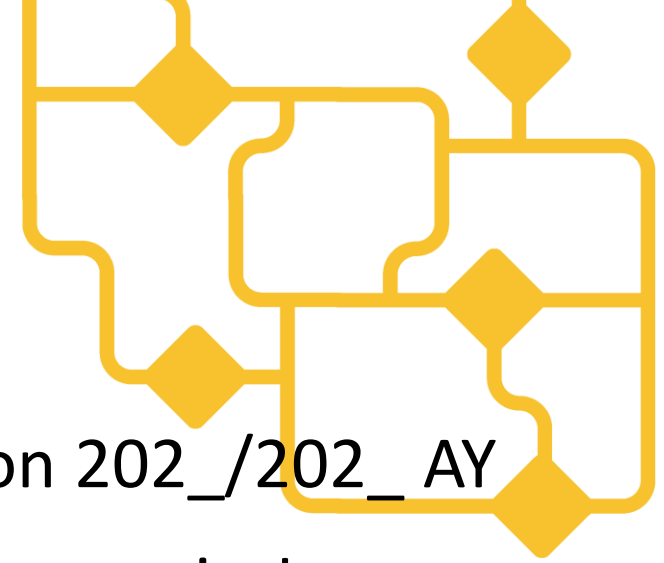
Informācija izlaiduma kursu studentiem / Information for Final Year Students / Информация для студентов выпускных курсов

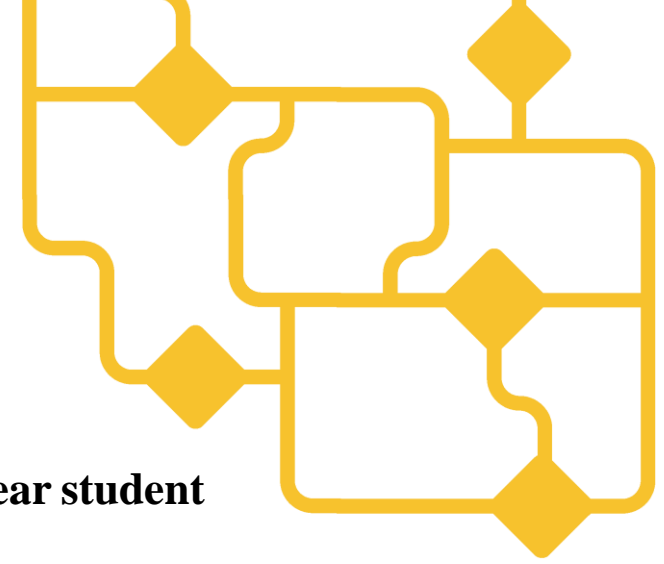**https://e.tsi.lv/course/view.php?id=2503**

Enrolment key: 2024_TVF

Official documents:

- Approved order about members of Attestation Commission 202_/202_ AY

- Regulations for the award of the professional bachelor's/master's degree and professional qualification

- Regulations for the award of the bachelor's/master's degree

- Final examination rules
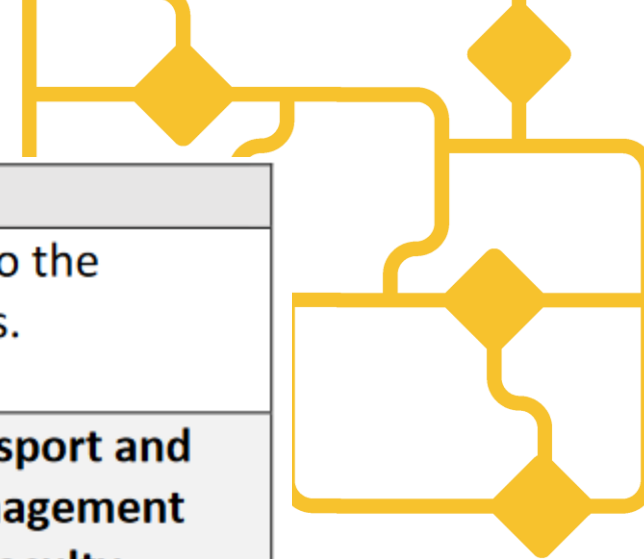
- Ethical Charter

- Plagiarism Control Rules

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The procedure for submitting an application for approval of the topic and supervisor:

1. The student enters the last year and receives a specialized status in the database - final year student

2. In the Student Portal, the student receives a notification that the student must fix the topic of the final work

3. The student chooses a topic and a supervisor and negotiates with him orally or by mail.

4. The student fills out an electronic application and sends it to the potential supervisor for approval

5. The potential supervisor approves, and the system automatically transfers the application to the program director

6. The program director approves, and the system automatically transmits the application to the dean

7. Dean approves

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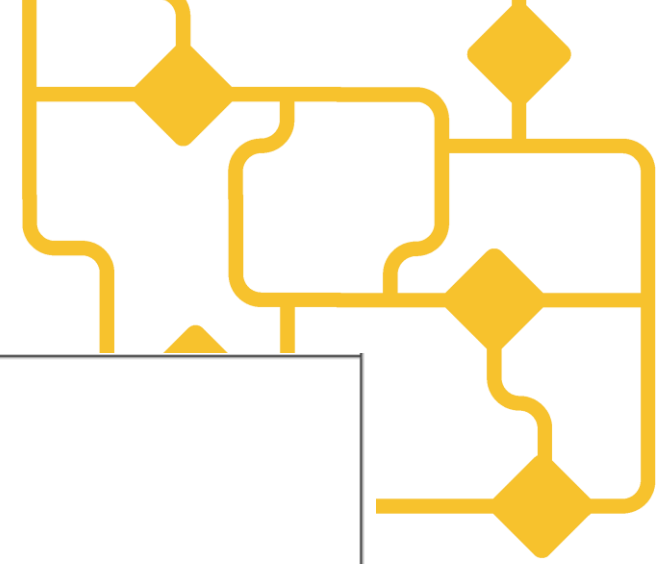
TSI Transporta un sakaru institūts

Requirements and design rules:

Object:	Requirements
Scope of the final thesis	The length of the thesis is counted from page 1 (title page) to the Annexes. Annexes are not included in the scope of the thesis. **Minimum workload requirements:**

Level of study programs	Engineering Faculty	Transport and Management Faculty
1st professional level diploma thesis	30-35 pages	30-35 pages
2nd professional level diploma thesis	40-60 pages	60-80 pages
Bachelor thesis	40-60 pages	40-60 pages
Master thesis	60-80 pages	80-100 pages (Except master programme Transport and Logistics: 60-80 pages)

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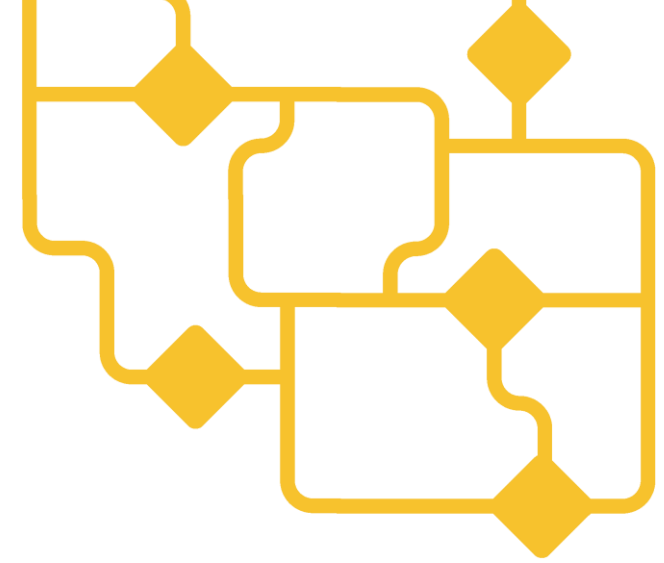
Requirements and design rules:

Structure of the final thesis	The final thesis includes the following parts: 1. Title page 2. Confirmation 3. Abstract in Latvian 4. Abstract in English 5. Table of Contents 6. Abbreviations used in the paper 7. Introduction 8. The main part of the thesis, divided into parts, chapters, and subchapters 9. Conclusions 10. List of used references and sources 11. Annexes (if required)

https://e.tsi.lv/mod/folder/view.php?id=97981

Title page	- The title page is automatically generated and printed by the student from the website. The first page of the work - the title page, is not numbered but is included in the total number of pages. - **Only the title page generated from the portal (https://finalworks.tsi.lv/) is allowed.**
Confirmation	- The confirmation is generated automatically, together with the title page. - **Only the confirmation page generated from the portal (https://finalworks.tsi.lv/) is allowed.**
Abstract	- An abstract is a short and accurate representation of the thesis that **does not exceed one page.** - The abstract must be in two languages: Latvian and English. The text of the abstract in Latvian and English must be identical. - The abstract is generated automatically from the **portal (https://finalworks.tsi.lv/),** together with the title page and the confirmation, after the author has entered the necessary data: number of pages (up to annexes), number of tables, figures, sources of information used and annexes; keywords; a brief description of the content of the thesis. - **Only abstracts generated from the portal (https://finalworks.tsi.lv/) are allowed.**

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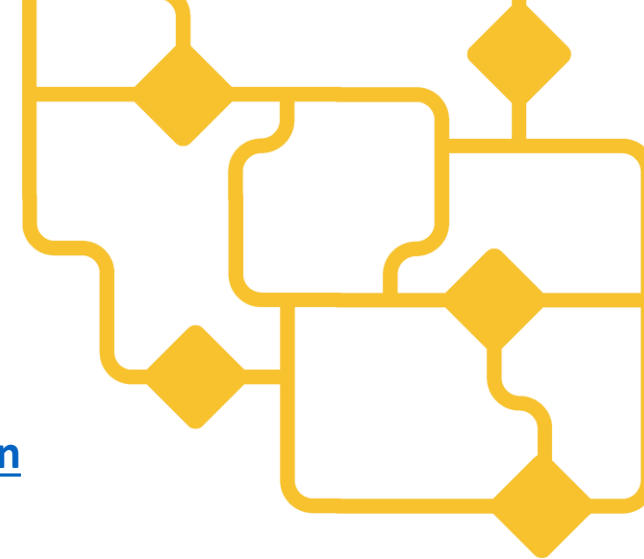| Page layout	• The thesis must be typed on standard size pages – **format A4.** • Margins: **left side - 30 mm; right side - 15 mm; 20 mm from the top; 20 mm from the bottom.**
	• Pages are numbered with Arabic numerals in the middle of the page at the top without additional symbols. Page numbering shall be Times New Roman, 12pt. • The first page of the thesis is the title page, which is not numbered but is counted in the total number of pages. The entire text of the final thesis has a common numbering (including the annexes). • The page must not end with a chapter or subchapter heading. • **It is not allowed to leave blank areas on the pages of the main text of the thesis larger than 1/3 of the page unless it is the last page of the chapter.**
Main text of the thesis	• The **font size of the main text of the thesis is 12pt,** the font is **Times New Roman.** • **Interline spacing 1,5.** • Text Alignment - **Justify.**

Review and feedback:

Darba novērtējums *(thesis evaluation • оценка выпускной работы)*	
Kritērijs *(criteria • критерий)*	**Vērtējums**[3] *(grade • оценка)*
1. **Darba mērķis un hipotēze/uzdevumi** *(thesis goal, hypothesis/tasks • цель работы и гипотеза/задачи)*	
2. **Literatūras un citu informācijas avotu izmantošanas pakāpe** *(use of bibliography • использование литературных источники)*	
3. **Pētījuma metodes** *(methodology/methods •методология/методы)*	
4. **Rezultātu analīze** *(result analysis•анализ результатов)*	
5. **Secinājumi** *(conclusions•выводы)*	
6. **Darba organizācija, stils** *(organization, style•организация, стиль работы)*	

Uploading the final version of the thesis:

Final version of the Thesis should be uploaded using the link **https://finalworks.tsi.lv/login**

Master thesis: at least 10 days before the defence
Bachelor thesis: at least 5 days before the defence
Diploma thesis: at least 12 days before the defence

The graduated work is uploaded in pdf format starting from the 5th page of the graduated work (the content of your work should be on the 5th page). Before uploading a pdf file, be sure to check that the content of the document looks as it should! Be careful when uploading - check the "final version" box only after you print the work and you are 100% sure that you will not change anything else in the work. Don't forget to confirm that the uploaded version of the graduated work is final, after confirmation the file cannot be updated, you must contact with your supervisor! Be sure to read the instructions for uploading the graduated work into the system!

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