

## Guidelines for the final project

### Final project

It consists in a *recital* and a *written paper*.

1. The **recital** must last max. **40 minutes**.
  - 1.1. The program must be agreed with the teacher and the Head of Continuing Education during the first semester of the last year of studies.
2. The **written paper** must be **sent by email no later than 4 weeks before the date of the recital** to [servizi.accademici@conservatorio.ch](mailto:servizi.accademici@conservatorio.ch) in pdf format.
  - 2.1. It must reflect a personalized nature and combine practical and theoretical aspects, avoiding general topics and focusing on the subjects treated during the course;
  - 2.2. The topic must be agreed with the teacher and the Head of Continuing Education during the first semester of the last year of studies;
  - 2.3. It may be written in Italian, German, French, or English;
  - 2.4. It has to be divided into 3 parts, as below:

#### **1<sup>st</sup> Part**

##### *Title page*

- Title of the study programme;
- Academic years;
- Title (and subtitle, if applicable);
- Full first name, last name and matriculation number of the participant;
- Date;
- Name of the teacher.

##### *Summary*

- Numbered chapters and sub-chapters with page numbers.

#### **2<sup>nd</sup> Part**

It should be at least 40'000 characters long (spaces included), articulated as below:

##### *Introduction*

- It shortly exposes the main topic;
- Presents the personal motivations that lead to choosing the subject, and any future professional benefits that may result from it.

##### *Main body*

- It is divided into chapters and paragraphs;
- Initial hypotheses are set out and the results are then presented;
- It is suggested to use a simple and clear language, avoiding digressions or marginal arguments.
- When references to specific literature are mentioned, these should be punctual and pertinent.

## *Conclusions and future developments*

- It sets out the aspects of the subject that can be defined as concluded and satisfactorily resolved and gives justifications for those excluded or dealt with only marginally or inadequately.
- Possible scenarios and future developments are outlined on the basis of the reached conclusions.

## **3<sup>rd</sup> Part**

### *Bibliography / Webography / Discography*

- Detailed list of texts consulted (books, magazines or newspapers, codes and directories, Internet sites ...).
- For books: surname and first name(s) of the author, title of the work, place and date of publication, page of the quotation.

### *Appendix*

- It includes everything that is considered useful for the understanding of the work and that has been omitted from the central body.

## **Graphical document settings**

*Page* A4

*Margins* top, bottom, left, right: 3 cm.

*Leading* 1,5.

*Font* Times New Roman

*Dimensions* paragraphs' title: 14 bold; text: 12; quotations: 11 italic; footnotes: 10.

At the end of the work it is necessary to write the following declaration of authorship and sign it with the indication of place and date:

*"I declare that the thesis is entirely my own creation, does not include unauthorized work of third parties and all sources are cited appropriately with their bibliographical references".*

## **Final evaluation**

The final project is evaluated by the jury according to the following scale:

5.75/6.00	Excellent / A	5.25/5.74	Very good / B	4.75/5.24	Good / C
4.25/4.74	Decent / D	4.00 /4.24	Sufficient / E	1.00/3.99	Insufficient / F

There will be no oral discussion of the written work, but the committee reserves the right to ask specific questions on the issues raised.