

## Master thesis

### Phase 1: Applying for Supervision

We are happy to supervise any work embedded in the managerial accounting and control domain. Ideally, you have already taken a master-level course or seminar of Professor Burkert and have a strong interest in managerial accounting or control related topics.

If the former is the case, please apply at your earliest convenience before the starting date of your final thesis with the following documents:

1. grades of hitherto taken lectures

As a topic for your thesis you can either propose your own topic or we supply you with one. We are prepared to supervise your purely research oriented project as well as projects in cooperation with companies.

After a first personal meeting in which we are setting the rough scope of your work, you will receive a “binding promise for supervision”.

### Phase 2: Preparing the Proposal

In this phase we will coach you in face to face meetings and per E-Mail. You will work and finalize the:

1. structure of your thesis
2. introduction (purpose, aim, research question and scope)

Furthermore, the preparation of your thesis will be supported by a moodle-course (access to the course will be granted after the “binding promise for supervision”) which provides you with relevant references for all the phases of the research process. The research content and the associated literature review though, will be in your own hands.

The proposal – consisting of the structure of your work and the introduction will be approved by Professor Burkert. His approval is, at the same time, the kick-off of the writing phase of your thesis.

### **Phase 3: Writing the Thesis**

Now it is your turn, to write your thesis. Our expectations and requirements in terms of standards and scope are aligned with the agreed faculty rules for final theses in the “Reglement” and are equivalent to 17 to 20 weeks of full-time work.

### **Phase 4: Submitting the Thesis and Correction**

The submission of the thesis is to be made at the dean’s office in physical and digital form. The digital version should be made on CD (as a word and pdf file) together with all other important files that the supervisor may need to fully understand your work (i.e. transcripts of interviews, citavi data bases, questionnaires, data etc.). Please coordinate what you should turn in, in addition to the physical copy of your work with the chair.

The terms and regulations of the dean’s office for the submission can be found here:

<https://www3.unifr.ch/ses/en/studies/exams-theses/theses/info.html>

The reglement of the Université de Fribourg can be found here:

<https://www3.unifr.ch/apps/legal/de/document/276090>

Please make sure to attach this official declaration as a final page to your thesis:

[https://commonweb.unifr.ch/EcoDean/Pub/site\\_ses/img\\_online/A\\_2014/d%C3%A9claration\\_%202\\_D.pdf](https://commonweb.unifr.ch/EcoDean/Pub/site_ses/img_online/A_2014/d%C3%A9claration_%202_D.pdf)

The correction will be done within the terms and regulations of the dean’s office. In exceptional cases we can do the evaluation of your work fast. If you need a faster correction please let us know as soon as possible.

**We are looking forward to your application!**