

MA Final Examination in Applied Linguistics Content & Procedures

(Last modified: 13/03/2023)

1. The final examination committee

The final examination committee consists of at least three members, including:

- The chairperson of the final examination committee;
- The referee of the candidate's thesis (a specialist in the subject area of the thesis);
- A member of the committee (a specialist in the topic area selected by the candidate).

The supervisor of the thesis may be present at the final examination but cannot influence the grades given there.

2. The final examination

2.1 Parts of the final examination

The final examination consists of two parts:

- The defence of the thesis by the student, based on the referee's report;
- A discussion of a topic the student draws and presents without preparation. The topic is from the general subject area approved by DEAL. It is specified on the candidate's thesis title submission form, approved by the head of DEAL.

2.2 Working timetable

The recommended timing for the two main parts and the related administrative components of the final examination is app. 30 minutes, which is structured as follows:

- 10 min. defence
- 10 min. topic (5 min. answer, 5 min. questions & discussion)
- 5 min. discussion of grade by the committee
- 3 min. administration

2.3 The stages of the final examination

- Candidate enters and is greeted by Chair.
- Chair outlines examination procedure.

Part 1: Defence

- candidate presents brief oral summary of thesis (for *Requirements and Recommendations* see pp. 3–4 of this document)
- candidate answers questions raised in referee's report
- candidate answers further questions by the referee
- further questions by the other members of the committee (order: Chair first) (optional)

Part 2: Topic

- Answer:
 - candidate draws a subtopic different from the topic of the thesis
 - candidate presents answer
 - candidate answers questions posed by the specialist in the topic area
 - candidate answers questions posed by the other members of the committee (optional)
- Candidate is asked to leave the examination room.
- Committee discusses the grade to be awarded to the candidate.
 - the referee proposes a grade for the defence part
 - the specialist in the topic area proposes a grade for the topic part
 - the whole committee agrees on the final grade
- Candidate is invited back, committee stands up, and the final grade is announced.

Please refer to Katalin Brózik-Piniel (brozik-piniel.katalin@elte.btk.elte.hu) for the general subject area topics for DEAL.

3. Assessment and grading

3.2 Assessment

Assessment should be based on the criteria listed below.

3.2.1 Defence

- candidate presents a coherent summary of the thesis;
- candidate presents a coherent line of argument when answering the referee's questions;
- candidate provides sufficient, relevant and convincing justification, evidence and/or arguments in defence of the thesis;
- candidate uses and gives evidence of a sound understanding of terminology;
- candidate demonstrates a sound understanding of the issues and questions raised by the referee in the report;
- candidate gives evidence of having prepared for the defence.

3.2.2 Main Topic Examination

- candidate presents a coherent summary of the subtopic;
- candidate uses and gives evidence of a sound understanding of terminology;
- candidate gives evidence of an overall understanding of the subtopic area;
- candidate is able to identify main issues, trends and developments within the subtopic area;
- candidate is able to apply their knowledge of the area outside the context of the set texts (e.g., is able to give own examples).

3.3 Grading

The student receives separate grades for the two parts. If one or both of these parts are graded as insufficient/failed (1), the student will retake only the part graded as insufficient/failed. The examination may not be retaken within the same examination period.

The final result of the examination is the mathematical average of the grades received at the final examination (weighted 50% each), that is:

- defence 50%
- topic 50%

Thesis paper presentation at the MA in Applied Linguistics final examination: Requirements and recommendations

1. Aim of the presentation

The presentation is part of the defence and must provide a meaningful summary of the thesis paper even for those members of the examination committee who have not read the thesis. It should enable them to follow the discussion between the referee and the candidate and to ask questions if they wish.

2. Specifications

Format:	PPT or PPTX file
Time of presentation:	5 minutes
Use of notes:	not allowed

3. Recommendations

3.1 Content

Present an effective summary of the thesis. Your presentation should be short, meaningful, coherent and self-contained.

3.2 Design

Keep the design of the presentation simple, clear and functional.

Slides to be included

The presentation should contain about 5 content slides presenting the background/rationale and niche for the research, research question/s, methods and main results.

Slides not to be included

Do not include contents, references, or future research slides.

3.3 Delivery

Use academic English.

Speak fluently, continuously, at an optimal and steady pace.

Keep eye contact with the members of the examination board. Do not talk to the projected image.

Rehearse the presentation and make sure you fit into the 5 minutes. The presentation is timed and you shall be stopped when the 5 minutes are up.

3.4 Submitting the PPT/X file

Save your presentation on a memory stick (name the file the following way: *SURNAME_Firstname_2014S.PPT* if your defence is in the spring semester or *SURNAME_Firstname_2015A.PPT* if it is in the autumn semester), check that the saved copy works, and take the memory stick with you to the defence. Please arrive at the defence at 8:30 and save the file on the computer used for the presentation.