

## **Information on Exams**

*November 2018*

### **Oral exam**

#### **Formalities for preparing a thesis paper (Thesenpapier)**

- Please write your name, name of the course and date of the exam in the document.
- The oral exam usually consists of three up to four main topics. You need to prepare one or two propositions for each topic (at least three up to six theses). It is up to you if you want to establish your theses briefly. (Please don't use more than 100 words or one paragraph per thesis)
- Please show the references you refer to.
- Please send the paper at least 48h in advance of the exam via email to your lecturer.
- During the exam you are not allowed to use your own documents; you will receive your thesis paper as a printed document just before the exam.
- The exam will take place in the office of your lecturer (Bachstraße 18k). Please be in time, so your following colleagues don't need to wait. You can get a description of the way to the office if you send a request to [buero.hiss@uni-jena.de](mailto:buero.hiss@uni-jena.de).

### **Written exam (Hausarbeit/Essay)**

Written exams are evaluated according to four main criteria:

#### 1. Content/topic (depth and width)

- 1-10 points

#### 2. Style (clarity, logical structure, quality of language)

- 0-5 points

#### 3. Usage of literature (How many references have been used? How well are the references integrated into the paper? Correctness of referencing)

- 0-5 points

#### 4. Sociological explanation/reflection (usage of sociological theories; linkages between theoretical approaches and empirical data; embedding of your analysis in broader social or cultural contexts; reflection about reach and limitations of theories)

- 0-5 points

**Added points = grade**

25 points = 1	24–23 points = 1,3	22–21 points = 1,7
20 points = 2	19–18 points = 2,3	17–16 points = 2,7
15 points = 3	14–13 points = 3,3	12–11 points = 3,7
10 points = 4		
9–0 points = 5		