|  | Enter date |
| --- | --- |

# Independent project work plan

**Course information**

Course code: Click here to add text.

Main subject: Choose a subject.

Scope: Choose credits.

**Student information**

Name: Click here to add text.

Personal identity number: Click here to add text.

**Main supervisor**

Name: Click here to add text.

Department: Click here to add text.

**Assistant supervisor (if applicable – copy the text box if more than one)**

Name: Click here to add text.

Department/external: Click here to add text.

Contact details (if external): Click here to add text.

**Examiner**

Name: Click here to add text.

**Risk assessment**

The supervisor and the student have discussed [ ]
possible risks during the independent project.

The assessment shows that the independent project involves [ ]
possible risks (e.g. working with motorised tools,
live animals, dangerous chemicals, or working alone).
Therefore, the work plan contains an account of which
actions will be taken to minimise the risk of accidents.

**Ethical approval of animal experiments**

Ethical approval not deemed necessary: [ ]

Ethical approval obtained: [ ]

SLU-ID: Click here to add an SLU ID.

**Processing of personal data**

No personal data will be processed as part of the independent project: [ ]

Personal data will be processed as part of the independent project:

The supervisor has read and is familiar with the data protection manual
for supervisors available at <https://internt.slu.se/en/support-services/administrative-support/legal-affairs-data-protection-info-management/data-protection/> [ ]

The student has read and is familiar with the instructions for students [ ]
who process personal data.

The student has informed participants of how their personal data [ ]
will be processed, using the template ”Information for participants
in student projects at SLU which involve the processing of personal data”
or ”Information for participants in student projects and the resultant research
at SLU which involve the processing of personal data”.

**Other information**

The independent project is carried out abroad. [ ]

The outgoing student is insured. [ ]

The independent project is carried out in pairs. [ ]
Each student’s work plan states how the project will
be reported to assess individual student performance.

*The independent project must be carried out in accordance with the SLU guidelines for independent projects (Chapter 9 of the Education Planning and Administration Handbook). The student must write their work plan following a discussion with their supervisor.*

*Delete any headings below which are not used. You can also add your own headers. Dates or instructions that apply to all students on a course should either be added to the work plan or referred to.*

## Project description

**Preliminary title of the independent project**

Preliminary Swedish title: Click here to add text.

Preliminary English title: Click here to add text.

**Background/problem description**

Click here to add text.

**Purpose and issue/hypothesis**

Click here to add text.

**Material and method**

Click here to add text.

**Implementation and delimitation**

Click here to add text.

**Form of presentation**

Click here to add text.

## Supervision

**The agreed number of supervision hours, number of meetings and forms of supervision**

Click here to add text.

**Risk assessment and measures**

Click here to add text.

## Schedule

**Start date**

Click here to enter a date.

**Collection period, processing and compiling material, editing texts/images**

Click here to add text.

**Submission of a preliminary version to the supervisor**

Click here to enter a date.

**Submission to the examiner**

Click here to enter a date.

**Preparing for presentation (examination) and peer reviewership**

Click here to add text.

**Final presentation**

Click here to enter a date.

**Any additional documentation and submission of the final version to the examiner**

Click here to enter a date.

**Publishing – see next page**

## Signatures

*Student:*

I, the undersigned, hereby approve the work plan.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signature Name in block letters

*Supervisor:*

I, the undersigned, hereby approve the work plan, which has been drawn up by the student in consultation with me.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signature Name in block letters

*Examiner:*

I, the undersigned, hereby endorse the work plan.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signature Name in block letters

*Department notes: Work plan received, date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

# Publishing

Independent projects (degree projects) that have received a Pass grade are deposited and published in Epsilon, SLU’s electronic publishing tool, as described in the [Education Planning and Administration Handbook](https://internt.slu.se/en/support-services/education/education-at-bachelors-and-masters-level/local-statutes-and-organization/education-planning-and-administration-handbook/#exarbete9). A deposition involves registering the student’s work and uploading a full-text copy.

As a student and author, you own the copyright of your work. You need to approve the publishing of your work. You can approve publishing by signing below. You can also approve publishing when you submit your work. In the library’s new template for independent projects, you can indicate if your paper should be published or not.

* If you choose Yes, the full-text pdf file and metadata will be visible, searchable and anyone on the internet will be able to read and download it.

If more than one person is writing the paper, you need to agree to publish it.

Read about SLU’s publishing agreement: <https://www.slu.se/en/subweb/library/publish-and-analyse/register-and-publish/agreement-for-publishing/>.

* If you choose No, only the metadata and abstract will be visible and searchable. Regardless of what you choose, the work must be deposited in Epsilon to allow electronic archiving of the full-text pdf file, as required by the Archives Act. Read the Epsilon [policies on data, content and preservation](http://stud.epsilon.slu.se/policies.html).

## Signature – publishing

[ ]  YES, I/we hereby give permission to publish the present project in accordance with the SLU agreement on the transfer of rights to publish a work.

[ ]  NO, I/we do not give permission to publish the present project. The text will still be archived and its metadata and abstract will be visible and searchable.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signature Name in block letters