## SUPERVISION FLOW FOR UNDERGRADUATE AND MASTER THESIS

The student receives the SK from the department, the SK must be distributed to Supervisor 1 (Sup. 1) and Supervisor 2 (Sup. 2) in **three days**. For example, the student receives the SK on Dec 28, 2021.

Consult Chapter 1 with Sup. 1 (e.g., Jan 1-7, 2022) (in two weeks maximum, the student should receive feedback, while waiting, the student works on Chap. 2) Revision by the student (e.g., Jan 14, 2022, the first revision should be completed) (in one week, the student should complete the revision) Revision of Chap. 1 is approved by Sup 1 (this may take a bit longer if further revision is required, but should not be more than two weeks) (e.g., Jan 20, 2022) Consult Chap. 1 with Sup. 2. (e.g., Jan 14- 20, 2022) Consult Chap. 2 with Sup. 1 (e.g., Jan 15-21, 2022) (in two weeks maximum, the student (in two weeks maximum, the should receive feedback) student should receive feedback while waiting, the student works on Chap. 3) Revision by the student (e.g., Jan 27, 2022, Revision by the student (e.g., Jan. 28, 2022, revision should be completed) revision should be completed) Consult Chap. 2 with Sup. 2. (e.g., Jan 29-Feb 4, 2022) Consult Chap. 3 with Sup. 1 (e.g., Jan 30-Feb 6, (in two weeks maximum, the student 2022) should receive feedback) Revision by the student (e.g., Feb 10, 2022, Revision by the student (e.g., Feb 12, 2022, revision should be completed) revision should be completed) Consult Chap. 3 with Sup. 2. (e.g., Feb 13-19, 2022) (in two weeks maximum, the student should receive feedback) Revision by the student (e.g., Feb 25, 2022, Sup. 1 and Sup. 2 approve Chap. 3 (e.g., revision should be completed) Feb 28, 2022 The student has 2 months to collect data, analyze data, write up Chap. 4 AND WRITE THEIR ARTICLE FOR A JOURNAL (Mar and Apr 2022) Consult Chap. 4 and article with Sup. 1 (e.g., May 1-7, 2022) Consult Chap. 4 and article with Sup. 2 (in two weeks maximum, the student should receive feedback, (May 14-20, 2022) while waiting, the student writes up Chap 5 & Ref.) (in two weeks maximum should receive feedback) Revision by the student (e.g., May 13, 2022, Revision by the student (e.g., May 26, revision should be completed)1 revision should be completed) Consult Chap. 5 & Ref. with Sup. 1 (e.g., May 13-19, 2022) Consult Chap. 5 & Ref. with Sup. 2 (e.g., May 26-Jun 1, 2022)

Revision should be completed by the student (e.g., May 25, 2022) **Submit article to a journal (S1 to READ Journal, S2 to min Sinta 3)** 

Revision should be completed by the student (e.g., Jun 6, 2022)

Finalization by Sup. 1 (e.g., Jun 12, 2022)

Sup. 1 and Sup. 2 consult and approve (e.g., June 18, 2022)

The student prepares for defence (compilation, date from the department for defence – two weeks maximum (e.g., June 25)

Thesis defence (e.g., June 26, 2022)

The student has 2 weeks to revise, prepare for article (READ Journal or as agreed by the supervisors) (Jun 26-Jul 8, 2022)

The student submits revision together with the signed rebuttal form by both supervisors (Jul 8-10, 2022)

The student prepare for graduation, it is expected that they have received an LoA from the journal by now.