

### Calendar of activities related to the Bachelor's Degree Final Project 2020-2021

|               |  |               |   |              |   |               |  |
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| YEAR 2020     |  |               |   |              |   |               |  |
| September     | <p>First fortnight in September: The number of students registered for the Bachelor's Degree Final Project (TFG) for each degree is available (<i>with a forecasts of Erasmus students who have yet to register</i>).</p> <p>Until Friday 18: Repeating students hand in to the Academic Management office their application to keep the same tutor as the previous year along with a letter of agreement from the tutor.</p> <p>Monday, September 21: Number of TFG assigned to each department.</p> <p>Until September 29: Receipt of offers of tutors and topics for each department.</p>   |               |   |              |   |               |  |
| October       | <p>Tuesday October 6: Publication of list of tutors and topics for each degree.</p> <p>Before October 9: <b>Session by coordinators</b> to explain the assignment procedure and general instructions for the TFG (regulations, syllabus, calendar, students and tutors documents, course "Tools and resources for the elaboration of the TFG", etc.).</p> <p>Tuesday 13, Wednesday 14 and Thursday 15: Assignment of TFG.</p> <p>Thursday 22: Publication of final assignment.</p>   |               |   |              |   |               |  |
| November      | <p>Until November 6: <b>First meeting with tutor.</b></p> <p><b>Aim of the meeting:</b> Identify the objective of the TFG, structure, content and time planning.</p> <p>October 26 to November 26: Submission to the Office of Students Affairs of application to hand in the TFG on the first deadline, only students who are registered for all the necessary credits to finish their degree on February announcement in accordance with Article 117.3 of the academic regulations of the UAB.</p> <p>Students who choose to present their TFG on this first deadline must agree tutorial sessions with their tutor to <b>move the second and third meeting of tutoring</b> to be able to submit the TFG on January 22 at the latest on the TFG submission and evaluation application.</p> <p><b>TFG Calendar for Students Finishing their Degrees*</b></p> <table border="1"> <tr> <td>December 2020</td> <td> <p>Until December 9: Student must have passed the course "Tools and resources for carrying out the TFG."</p> <p>Until December 11: <b>First draft submission:</b> The student will deliver to the tutor via Virtual Campus a first draft of the work.</p> </td> </tr> <tr> <td>January 2021</td> <td> <p>Until January 22: Student submits TFG to tutor using the TFG submission and evaluation application.</p> <p>January 25 to February 5: samples will be taken from the TFGs to test for plagiarism.</p> <p>Until January 27: <b>Fourth meeting with tutor</b></p> <p><b>Aim of the meeting:</b> Oral presentation of TFG to tutor</p> <p>Until Friday, January 29: Deadline for tutors to post grades and the evaluation report on the TFG submission and evaluation application.</p> </td> </tr> <tr> <td>February 2020</td> <td> <p>Week of February 1-2: <b>Session on how to prepare a poster</b> (sessions and days to be confirmed for each campus).</p> <p>Until Monday, February 1 (at 23:59): Students confirm participation in the Posters' Session using the TFG submission and evaluation application.</p> <p>Friday, February 5: Dean's Office will communicate the composition of assessment panels for the poster presentations, time and place of sessions.</p> <p>Until Friday, February 5 (at 23:59): Student uploads its .pdf poster on the TFG submission and evaluation application.</p> <p>February 11 to February 12: <b>Posters' Session.</b></p> <p>Until Wednesday, February 17: Modification of grades document according to the decision of the panels.</p> </td> </tr> </table> <p>* Students who choose to present their TFG on February will not be able to present it in June and will have to re-enroll for next academic year.</p> | December 2020 | <p>Until December 9: Student must have passed the course "Tools and resources for carrying out the TFG."</p> <p>Until December 11: <b>First draft submission:</b> The student will deliver to the tutor via Virtual Campus a first draft of the work.</p> | January 2021 | <p>Until January 22: Student submits TFG to tutor using the TFG submission and evaluation application.</p> <p>January 25 to February 5: samples will be taken from the TFGs to test for plagiarism.</p> <p>Until January 27: <b>Fourth meeting with tutor</b></p> <p><b>Aim of the meeting:</b> Oral presentation of TFG to tutor</p> <p>Until Friday, January 29: Deadline for tutors to post grades and the evaluation report on the TFG submission and evaluation application.</p> | February 2020 | <p>Week of February 1-2: <b>Session on how to prepare a poster</b> (sessions and days to be confirmed for each campus).</p> <p>Until Monday, February 1 (at 23:59): Students confirm participation in the Posters' Session using the TFG submission and evaluation application.</p> <p>Friday, February 5: Dean's Office will communicate the composition of assessment panels for the poster presentations, time and place of sessions.</p> <p>Until Friday, February 5 (at 23:59): Student uploads its .pdf poster on the TFG submission and evaluation application.</p> <p>February 11 to February 12: <b>Posters' Session.</b></p> <p>Until Wednesday, February 17: Modification of grades document according to the decision of the panels.</p> |
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| December  | Until December 18: <u>Second meeting with tutor</u><br><br><i>Aim of the meeting:</i> Monitoring of time planning.  |
| YEAR 2021 |   |
| February  | Until February 12: Student must have passed the course "Tools and resources for carrying out the TFG."<br><br>Until February 26: <u>First draft submission</u> : Student submits a first draft of the TFG to tutor using UAB Campus Virtual.  |
| March     | Until March 26: <u>Third meeting with tutor</u><br><br><i>Aim of the meeting:</i> Monitoring of time planning.  |
| May       | Until May 25: Student submits TFG to tutor using the TFG submission and evaluation application.<br><br>Period to hold the <u>Fourth meeting with tutor</u> : from May 25 to June 8<br><br><i>Aim of the meeting:</i> Oral presentation of TFG to tutor  |
| June      | June 7 to June 18: samples will be taken from the TFGs to test for plagiarism.<br><br>Week from 7 to 11 June: <u>Session on how to prepare a poster</u> (sessions and days to be confirmed for each campus).<br><br>Until Tuesday, June 8: <u>Fourth meeting with tutor</u><br><br>Until Thursday, June 10: Deadline for tutors to post grades and the evaluation report on the TFG submission and evaluation application.<br><br>Until Monday, June 14 (at 23:59): Students confirm participation in the Posters' Session using the TFG submission and evaluation application.<br><br>Fourth week of June: Dean's Office will communicate the composition of assessment panels for the poster presentations, time and place of sessions.<br><br>Until Friday, June 21 (at 23:59): Students upload the .pdf poster on the TFG submission and evaluation application.<br><br>Monday, June 28 to Wednesday, June 30: <b>Posters' Session.</b> |
| July      | Until Friday, July 2: Modification of grades document according to the decision of the panels..   |