

Article 1 - Execution of bachelor's and master's thesis/project

1. A student of undergraduate education is entitled to complete a bachelor's thesis/project in the graduating semester;
2. A master's student is entitled to complete a master's thesis in the final semester independently or together with one and/or two subjects.

Article 2 - Selection of the topic of the bachelor's and master's thesis/project

1. Before the start of academic registration, the student presents the chosen research topic to the school; The school determines the head of the work/project according to the topic (if necessary - to the co-head).
2. In the first week after the beginning of the semester, the supervisor/co-supervisor confirms his consent by signing a special form (Appendix No. 1) that he will provide assistance/consultation to the student in the process of working on the paper/project.
3. If there is a co-supervisor, the supervisor and the co-supervisor prepare joint recommendations and conclusions, make a joint evaluation.
4. The supervisor/co-supervisor/student has the right to apply to the school board and implement the suspension no later than the 7th week after the start of the relevant semester and submit an explanatory card, where the reason for the suspension of the supervisor/co-supervisor/student will be substantiated.

Article 3 - Bachelor's and Master's Thesis/Project Protection Commission

1. The undergraduate and graduate thesis/project committee consists of 5 persons - supervisor, two anonymous reviewers and 2 academic/guest staff members of the relevant department.
2. The supervisor/reviewer of the bachelor's thesis/project can be an academic and/or guest staff. The supervisor/reviewer of the master's thesis may be an academic and/or guest staff with an academic degree.
3. The supervisor helps the student in preparing the paper. Regular meetings are held between the student and the supervisor.
4. The supervisor/co-supervisor of the bachelor thesis/project makes only intermediate (concept and preliminary application) evaluations (Appendix N 2,3,4,5,6,7,8,9, 10, 11).
5. The final evaluation of the bachelor thesis/project is done by two anonymous reviewers independently of each other.
6. The master's thesis is evaluated by two anonymous reviewers independently of each other.
7. Defense/presentation of bachelor/master's thesis/project is done in front of 2 academic/guest staff members of the relevant department.

Article 4 – Approval of research instrument

1. Before starting the research, the student applies to the supervisor for the approval of the research instrument.

1. Before starting the research, the questionnaire, test or other material prepared for research is checked whether it violates the legislation of Georgia, whether it violates human rights and dignity, whether it is dangerous for human life and health.

Article 5 - Bachelor's thesis/project concept

1. The concept is sent in completed form (including through the online.ug.edu.ge system) to the manager of qualifying papers and supervisor/co-supervisor in the third week of the relevant semester.
2. Concept evaluation is carried out by the supervisor/co-supervisor. Concept evaluation is carried out in accordance with the criteria of Appendix N 2, Appendix N 3, Appendix N 4, and Appendix N 5.
2. During the implementation of the concept, the requirements of the instruction on the APA style of the university paper must be observed, which is checked by the supervisor.

Article 6 - Master thesis concept

1. The concept is sent in completed form (including through the online.ug.edu.ge system) to the manager of qualifying papers and supervisor/co-supervisor in the third week of the relevant semester.
2. The concept must be executed in accordance with the criteria provided on the basis of Appendix N 6.
3. The supervisor/co-supervisor will issue recommendations on the presented concept in accordance with Appendix N 6.
4. During the implementation of the concept, the requirements of the instruction on the design of the university paper in accordance with the requirements of APA style should be observed.

Article 7 - Preliminary application of the bachelor's thesis

1. The preliminary application of the bachelor's thesis is loaded for plagiarism using the Turnitin program, the supervisor checks the thesis (set maximum rate -15%) and determines the compliance with the requirements of the instruction on the APA style of the university thesis, in the ninth week of the relevant semester.
2. The completed preliminary application is sent (including uploading through the online.ug.edu.ge system) to the manager of qualifying papers and supervisor/co-supervisor on the ninth week of the relevant semester.
3. If plagiarism is detected (which exceeds the established 15%), the student's preliminary application will not be graded.
4. The pre-application assessment of the bachelor's thesis is carried out by the supervisor/co-supervisor. The preliminary application assessment is carried out in Appendix N 7.

Article 8 - Preliminary application of the final project

1. The supervisor of the final project checks the paper and determines its compliance with the requirements of the instruction on the APA style of the university paper, in the ninth week of the relevant semester.
2. The completed pre-application is sent (including through the online-online.ug.edu.ge system) to the manager of qualifying papers and supervisor/co-supervisor in the ninth week of the relevant semester.
3. The preliminary application of the final project is assessed by the supervisor/co-supervisor. The evaluation of the preliminary application is carried out in accordance with the criteria of Annex N 8, Annex N 9, Annex N 10, Annex N 11.

Article 9 - Preliminary application of master's thesis

1. The pre-application is uploaded for plagiarism using the Turnitin program, the supervisor checks the paper (set maximum rate -15%) and determines compliance with the requirements of the instruction on writing the university paper in accordance with the requirements of APA style, in the ninth week of the relevant semester.
2. The completed pre-application is sent (including through the online-online.ug.edu.ge system) to the manager of qualifying papers and supervisor/co-supervisor in the ninth week of the relevant semester.
3. In case of detection of plagiarism (which exceeds the established 15%), the student is given a warning and given a period of correction)
4. The supervisor/co-supervisor will issue recommendations on the preliminary application in accordance with the criteria of Appendix N 12.

Article 10 - Defense of bachelor's/master's thesis/project

1. The volume of the undergraduate project is defined as follows: journalism program (story not less than 10 minutes; documentary film not less than 20 minutes; article not less than 7 pages); Strategic Communications Program (at least 5000 words); The volume of the bachelor thesis is determined from 8,000 to 12,000 words. It is necessary to use at least 20 academic papers when completing the bachelor's thesis.
2. The volume of the master's thesis is determined by the volume of 13,000 - 20,000 words. At least 25 academic papers must be used when completing the master's thesis.
3. The bachelor's/master's thesis is sent to the supervisor/co-supervisor in the 15th week of the relevant semester, who within 1 week checks the thesis for plagiarism using the Turnitin program, determines compliance with the instructions on the APA style of the university thesis.
4. The final project is sent to the supervisor/co-supervisor in the 15th week of the relevant semester, who within 1 week checks the thesis for compliance with the requirements of the instruction on the APA style of the university thesis.
2. The student is given a 5-day period to correct the received notes/recommendations and sends the thesis/project (including through the online.ug.edu.ge system) to the supervisor/co-supervisor and the qualification papers manager.
3. If plagiarism is detected in the bachelor's/master's thesis (which exceeds the prescribed 15%), the student stops working on the thesis and loses the right to move to the next stage).

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

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4. The manager of qualifying papers sends the assessment form to the supervisor/co-supervisor for approval of submission for defense: Appendix N13, Appendix N14, Appendix N15
5. The manager of the qualifying thesis sends the master's thesis supervisor/co-supervisor the final evaluation form of the master's thesis and approval for submission to the defense. (Appendix N16)
6. The manager of qualifying papers sends the student's paper/project to the reviewer only if the supervisor/co-supervisor gives a positive conclusion/evaluation; Also he ends the assessment form (Annex N 17, Annex N 18, Annex N19, Annex N20). The reviewers make the final evaluation, as well as confirm the student's admission/non-admission to the defense/presentation.
7. The student will be admitted to the defense/presentation only if both reviewers give a positive assessment.
8. Defense/presentation of Bachelor's/Master's thesis/project becomes relevant in the nineteenth week of the semester before the special/disciplinary commission (2 academic/invited personnel from the relevant department); The commission evaluates presentation/discussion the submitted by the student in accordance with Annex N 21/Annex N 22 criteria.
9. The final evaluation form is completed by the manager of the educational process administration qualification papers, which is signed by the director of the school of social sciences, the head of the department and the manager of the educational process administration qualification papers (Appendix N23, Appendix N24, Appendix N25, Appendix N26).

Article 11 - General provisions

1. The student is obliged to follow/attend the requirements of all stages of work on the bachelor's/master's thesis/project.
 2. In case of a good excuse (state of health, death of a close relative, another objective circumstance that makes it impossible to fulfill the requirements of the relevant stage independently of the student), the submission dates of the relevant stage will be postponed for the student once by one week. The student's application for postponement is considered by the school board and a decision is made to postpone/not postpone the deadline for submitting the relevant stage.
 3. The student has the right to appeal the received grade within 2 days after it is reflected in the "My UG" system. The student's reasoned application for appeal of the assessment shall be submitted to the school board. The school board creates a commission consisting of 3 members, which makes a decision to accept/disapprove the student's application. During the consideration of the issue by the commission, the student has the right to attend the session and present his own opinions and evidence.
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1. In case the master's thesis receives the "(FX)-failed" assessment, the master's student is allowed to submit a revised thesis during the next semester; And in case of receiving the "(F)-interrupted" assessment, the graduate student loses the right to submit the same paper.
 2. At the request of the master's student, it is possible to hold a public lecture about the thesis.

Appendix N 1

(Consent of supervisor/co-supervisor)

Defense and evaluation of bachelor's and master's thesis/project in social sciences
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Bachelor's/Master's program:	
Student's name, surname	
Supervisor's name, surname	
Supervisor's status	<input type="checkbox"/> professor <input type="checkbox"/> PhD student <input type="checkbox"/> researcher <input type="checkbox"/> guest lecturer
Title of bachelor's/master's thesis/project:	
<input type="checkbox"/> I agree to guide the student in the process of working on the paper/project	
Supervisor's signature:	
<input type="checkbox"/> I agree to co-supervise the student in the process of working on the paper/project	
Co-supervisor's signature (if any): -----	
Date: /-/-/	The printed and signed version of the completed document must be submitted to the Qualifications Manager of the Administration of the Learning Process, from the beginning of the semester. No later than the 2nd week.

(Interim (concept) evaluation form of the supervisor/co-supervisor of the bachelor's thesis)

Bachelor's program:	
Student's name, surname:	
Supervisor's/co-supervisor's name,	

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

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surname:			
Title of bachelor thesis:			
Criterion	Max. point	point	Argumentative comment
Asking the question and forming a hypothesis - the question is relevant and substantiated; The hypothesis is clearly established and formulated, it is theoretically verifiable and provides an opportunity for research; goals and Tasks are relevant for research.	5		
Knowledge of relevant theories surrounding the issue to be studied and a brief review of the special literature	5		
Knowledge of adequate research methods	3		
The structure and language-stylistic fluency of the thesis/project, following the instruction on the formatting of the university thesis in compliance with the requirements of APA style.	2		
Total point	15		
Signature			

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

Approved by the protocol of the Rector's Council dated March 31, 2021 N 13/21

Appendix N 3

(Interim (concept) evaluation of the head/co-head of the final strategic communications project)

Bachelor's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of a final project:			
Criterion	Max. point	point	Argumentative comment
Asking the question and forming a hypothesis - the question is relevant and substantiated; The hypothesis is clearly established and formulated, it is theoretically verifiable and provides an opportunity for research; goals and Tasks are relevant for research.	5		
The sources selected around the subject to be studied and the material found as a result of secondary research are exhaustive and relevant to the research for a special topic	5		
Research methods - research methods are relevant to the hypothesis, the choice is justified and allows its verification	3		
The structure and language-stylistic fluency of the paper/project, following the requirements of the APA style of the university paper complying with instructions on signing.	2		
Total point	15		
Signature			

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

Appendix N 4 (of the final journalism project (article, multimedia project)
interim (concept) evaluation of supervisor/co-supervisor)

Bachelor's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of a final project:			
Criterion	Max. point	point	Argumentative comment
The issue is relevant and justified; It is clearly formulated, the sources are defined	5		
The sources selected around the subject to be studied and the material found as a result of secondary research are exhaustive and relevant to the existing special topic	5		
The research methods are relevant to the research topic, the choice is justified and allows you to check it	3		
The structure and language-stylistic fluency of the paper/project, following the requirements of the APA style of the university paper complying with instructions on signing.	2		
Total point	15		
Signature			

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

Appendix N 5 (intermediate (concept) evaluation of the supervisor/co-supervisor of the final journalism project (documentary film)

Bachelor's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of a final project:			
Criterion	Max. point	point	Argumentative comment
The issue is relevant and justified; The idea of the film is clearly established and formulated, the sources are defined	5		
The sources selected around the subject to be studied and the material found as a result of secondary research are exhaustive and relevant to the existing special for the topic	5		
The script of the film is well thought out and logical	3		
The structure and language-stylistic fluency of the paper/project, following the requirements of the APA style of the university paper complying with instructions on signing.	2		
Total point	15		
Signature			

Appendix N 6

(interim (concept) of supervisor/co-supervisor of master's thesis)
recommendations)

Master's program:	
Student's name, surname:	
Supervisor's/co-supervisor's name, surname:	
Title of master thesis:	
Criterion	Recommendation/reasoned comment
Defining the problem, formulating the issue and hypothesizing	
A brief review of special literature existing around the studied issue	
Research methods are relevant to the research topic, the choice is justified and allows its verification	
The structure and language-stylistic fluency of the paper/project, following the requirements of the APA style of the university paper complying with instructions on signing.	
Signature	

Appendix N 7

(Interim (preliminary application) evaluation form of supervisor/co-supervisor of bachelor's thesis

Bachelor's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of a final project:			
Criterion	Max. point	point	Argumentative comment
Brief overview of the issue, definition of the problem and expected results (introduction), existing views and literature review (Chapter I)	5		
Methodology of planned research (Chapter II)	8		
References (chapter III)	5		
Approximate structure of the paper.	5		
The structure and language-stylistic fluency of the paper/project, following the requirements of the APA style of the university paper complying with instructions on signing.	2		
Total point	25		
Plagiarism level found in undergraduate thesis (set maximum rate - 15%)			
Signature			

Appendix N 8

(Interim (pre-application) evaluation of the strategic communications final project leader/co-leader

Bachelor's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of a final project:			
Criterion	Max. point	point	Argumentative comment
Asking the question and forming a hypothesis - terms and concepts are fully and clearly defined; The expected results of the research are interesting both for the academic circle and the representatives of the specific field; Estimated structure of the project is developed	5		
Pilot studies carried out around the issue under study - the analysis is complete and critical; Their strengths and weaknesses are discussed; The results of the pilot study, the analysis of the environment is sufficient for the full-fledged study area for analysis	10		
Research methods - the methods of finding information/sources needed for the research issue are defined and reliable; critical analysis of selected research methods; The primary and secondary sources searched correspond to the research topic; data and illustrative materials correspond to the study hypothesis	7		
Written text-vocabulary is diverse; Syntactic constructions are correct; The style is adequate; The text is clearly structured; APA style requirements for a university paper complying with instructions on security clearance.	3		
Total point	25		
Signature			

Appendix N 9

(intermediate (preliminary application) evaluation of the supervisor/co-supervisor of the final journalism project (article))

Bachelor's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of a final project:			
Criterion	Max. point	point	Argumentative comment
Setting the issue and establishing the topic - terms and concepts are fully and clearly defined; The expected results of the research are interesting both for the academic circle and the representatives of specific field; Estimated structure of the project is developed	5		
The researches carried out around the target issue - the analysis is complete and critical; The strengths and weaknesses of the issue are discussed; Environmental analysis is sufficient for the full analysis of the research area	10		
Research methods - methods of finding information/sources needed for the research issue are defined and reliable; critical analysis of selected research methods; The primary and secondary sources searched correspond to the research topic; data and illustrative materials correspond to the topic of the study	7		
Written text - vocabulary is varied; Syntactic constructions are correct; The style is adequate; The text is clearly structured; APA style requirements for a university paper complying with instructions on security clearance.	3		
Total point	25		
Signature			

Appendix N 10

(interim (pre-application) evaluation of the supervisor/co-supervisor of the final journalism project (documentary film))

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

Approved by the protocol of the rector's council dated March 31, 2021 N 13/21

Bachelor's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of a final project:			
Criterion	Max. point	point	Argumentative comment (note: it is mandatory)
Setting the issue and establishing the topic - terms and concepts are fully and clearly defined; The expected results of the research are interesting both for the academic circle and the representatives of specific field; Estimated structure of the project is developed	5		
Researches carried out around the target issue - the analysis is complete and critical; strengths and weaknesses of the issue have been discussed; Environmental analysis is sufficient for a complete analysis of the research area	10		
The 2-minute trailer of the upcoming film is perfect, the student fully possesses the necessary information, the reasoning is coherent and logical, the conclusions are justified. Editing, lighting and sound effects are used. The idea, purpose and form of the upcoming film is completely understandable.	7		
Written text - vocabulary is varied; Syntactic constructions are correct; The style is adequate; The text is clearly structured; APA style requirements for a university paper complying with instructions on security clearance.	3		
Plagiarism found in final draft - the footage captured by someone else has not been used by the student			
Total point	25		
Signature			

Appendix N 11

(intermediate (preliminary application) evaluation of the supervisor/co-supervisor of the final journalism project(multimediacproject)

Bachelor's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of a final project:			
Criterion	Max. point	point	Argumentative comment (note: it is mandatory)
Setting the issue and establishing the topic - terms and concepts are fully and clearly defined; The expected results of the research are interesting both for the academic circle and the representatives of specific field; Estimated structure of the project is developed	5		
Researches carried out around the target issue - the analysis is complete and critical; strengths and weaknesses of the issue have been discussed; Environmental analysis is sufficient for a complete analysis of the research area	10		
The initial outline of the project exists, it is correct, concise and clear, multimedia methods are fully used in the initial outline of the project according to needs	7		
Written text - vocabulary is varied; Syntactic constructions are correct; The style is adequate; The text is clearly structured; APA style requirements for a university paper complying with instructions on security clearance.	3		
Plagiarism found in final draft - the footage/photos/text captured by someone else has not been used by the student			
Total point	25		
Signature			

Appendix N 12

(Interim (preliminary application) recommendations of master's thesis supervisor/co-Supervisor)

Master's program:	
Student's name, surname:	
Supervisor's/co-supervisor's name, surname:	
Title of a master's program:	
Criterion	Recommendation/reasoned comment
Brief overview of the issue, definition of the problem and expected results (introduction)	
Overview of existing views and literature (Chapter I)	
Methodology of planned research (Chapter II)	
References (Chapter III)	
Approximate structure of the paper	
The structure and linguistic and stylistic fluency of the paper/project, execution of instructions about the formatting of the university paper in compliance with APA style requirements.	
Plagiarism level detected in the final draft (set maximum rate - 15%)	
Signature	

Appendix N 13

(Final evaluation form of supervisor/co-supervisor of bachelor's thesis)

Name of bachelor's/master's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of Bachelor's/Master's thesis title:			
Criterion	Positive	Negative	Argumentative comment
Content			
Defining the research problem/issue			
Literature review			
Description of methodology			
Results and their discussion			
Conclusion			
Document design			
Table of contents			
Title page			
Bibliography			
The format of the text of the paper			
Language and style			
Fluency of provisions in the text			
Coherence of argumentation			
Logical connection between text components			
Text (academic) language and fluency			
APA style requirements for a university paper complying with instructions on security clearance.			
Consideration of comments and suggestions			
The work is carried out in accordance with the norms of academic ethics			
The paper represents the student's original work			
The level of plagiarism detected in the final draft (set maximum rate - 15%)			
Positive or negative assessment (note: in case of a positive answer, the student has the right to send the project to the reviewer; in case of a negative conclusion - no)	Comment		

Defense and evaluation of bachelor's and master's thesis/project in social sciences
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Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

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Appendix N 14

(Final evaluation form of the supervisor/co-supervisor of the final strategic communications project)

Bachelor's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of a final project:			
Criterion	Positive	Negative	Argumentative comment
The content side of the project - the content of the paper is organized clearly and logically			
Research results, analysis - research results logically confirm or deny the conclusion and hypothesis; The analysis is in-depth, detailed, coherent and critical; The conclusion is logical and well-argued, reflects the perspectives of further research; results are relevant and acceptable for the professional and academic circles, the issue/problem raised considering the research results is solved considering the appropriate PR approaches			
Written text - vocabulary is varied; Syntactic constructions are correct; The style is adequate; The text is clearly structured; APA style requirements for a university paper complying with instructions on security clearance.			
The work is carried out in accordance with the norms of academic ethics			
The paper represents the student's original work			
Positive or negative assessment (note: in case of a positive answer, the student has the right to send the project to the reviewer; in case of a negative conclusion - no)	Comment		
Signature			

Appendix N 15

(Final evaluation form from the supervisor/co-supervisor of the final journalism project)

Bachelor's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of a final project:			
Criterion	Positive	Negative	Argumentative comment
The content side of the project - the content of the paper is organized clearly and logically			
Research results - the analysis logically confirms or denies the issue raised in the conclusion; The analysis is in-depth, detailed, coherent and critical; The conclusion is logical and well-argued, reflects the perspectives of further research; Results are relevant and acceptable for professional and academic circles, taking into account the results of the research, the question/problem is solved accordingly considering journalistic approaches			
Article - the text has a clear and engaging lead, a clear graph and angle, a relevant character, relies on a variety of sources, the structure is orderly and coherent, it is placed on a web platform (blog) and has appropriate visual decoration Documentary film - the content of the film is consistent, specific, concise and well organized. The topic is studied as much as possible. Work has been done to find the characters, shooting locations and other necessary components. The form and content of the film are closely related. Multimedia project - the multimedia project is logical and coherent, multimedia methods are fully used in the process of creating the project, textual and the visual elements are related and perfect.			
Positive or negative assessment (note: in case of a positive answer, the student has the right to send the project to the reviewer; in case of a negative conclusion - no)	Comment		
Signature			

Appendix N 16

(Final evaluation form of supervisor/co-supervisor of master's thesis)

Name of the master's program:			
Student's name, surname:			
Supervisor's/co-supervisor's name, surname:			
Title of master's thesis:			
Criterion	Positive	Negative	Argumentative comment
Content			
Defining the research problem/issue			
Literature review			
Description of methodology			
Results and their discussion			
Conclusion			
Document design			
Table of contents			
Title page			
Bibliography			
The format of the text of the paper			
Language and style			
Fluency of provisions in the text			
Coherence of argumentation			
Logical connection between text components			
Text (academic) language and fluency			
APA style requirements for a university paper complying with instructions on security clearance.			
Consideration of comments and suggestions			
The work is carried out in accordance with the norms of academic ethics			
The paper represents the student's original work			
The level of plagiarism detected in the final draft (set maximum rate - 15%)			
Positive or negative assessment (note: in case of a positive answer, the student has the right to send the project to the reviewer; in case of a negative conclusion - no)	Comment		
Signature			

Appendix N 17

(Evaluation form of bachelor thesis reviewer)

Name of the program:			
UG code of the student			
Title of bachelor's thesis			
Reviewer's name, surname			
Criterion	Max. point	point	comments
Sectoral knowledge (how logically and knowledge about a certain field issue is convincingly conveyed in the paper)	10		
Argumentation ability (to what extent the ability to reason and justify one's own opinion is revealed in the work)	10		
A review of the literature surrounding the issue	6		
Relevance of the research method to the research objective	10		
Correctness of the conclusion and connection with the main text	10		
Structure of the paper: how well the rules of construction of the paper/project are followed (list of used literature/sources, cited literature correctness of reference, introduction, conclusion, etc.)	5		
Linguistic-stylistic fluency of the work: to what extent regularities of spelling and style are observed;	5		
The thesis is ready to be submitted for defense			
The work is not ready for defense			
Total score (maximum score)	56		
Signature			

Appendix N 18

(Evaluation form of reviewer of strategic communications final project)

Name of the program:			
UG code of the student			
Reviewer's name, surname			
Title of a final project:			
Criterion	Max. point	point	comments
Content side of the project - content of the project is organized clearly and logically	10		
Fluency of secondary researches - secondary sources are analyzed in detail and in depth	10		
Fluency of primary research - purpose of research, tasks, target audience, research methods are selected correctly	6		
Validity of research results - research results is logically analyzed, the conclusion is correct, and there is a connection between the conclusion and the main text	10		
Correctness of the planned campaign - the campaign objective, objectives, target audience, key message, strategy, tactical steps, calendar and budget are realistic, there is a clear connection to the campaign objective and between the planned actions	15		
Linguistic-stylistic fluency of the final project: how well the regularities of spelling and style are preserved	5		
The thesis is ready to be submitted for defense			
The work is not ready for defense			
Total score (maximum score)	56		
Signature			

Appendix N 19

(Evaluation form of reviewer of journalism final project)

Name of the program:			
UG code of the student			
Reviewer's name, surname			
Title of a final project:			
Criterion	Max. point	point	comments
Content side of the project - content of the project is organized clearly and logically	10		
Fluency of secondary research - secondary sources are analyzed in detail and in depth	10		
Fluency of primary research - purpose of research, sources, research methods are correctly selected, interviews are properly and relevantly planned and conducted	6		
The decoding and analysis of the conducted interviews is a logical and perfect documentary film - the film's script is exhaustive, It is consistent and concise.	10		
Article - the text has a clear and engaging lead, a clear graph and angle, a relevant character, relies on a variety of sources, the structure is orderly and coherent, it is placed on a web platform (blog) and has appropriate visual decoration Documentary film - the content of the film is consistent, specific, concise and well organized. The topic is studied as much as possible. Works have been done to find the characters, shooting locations and other necessary components. The form and content of the film are closely related. Multimedia project - the multimedia project is logical and coherent, multimedia methods are fully used in the process of creating the project, textual and the visual elements are related and perfect.	15		

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

Approved by the protocol of the rector's council dated March 31, 2021 N 13/21

Linguistic-stylistic fluency of the final project: how well the regularities of spelling and style are preserved	5		
The thesis is ready to be submitted for defense			
The work is not ready for defense	(comment)		
Total score (maximum score)	56		
Signature			

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

Approved by the protocol of the rector's council dated March 31, 2021 N 13/21

Appendix N20

(Evaluation form of master's thesis reviewer)

Name of the program:			
UG code of the student			
Reviewer's name, surname			
Title of master's thesis:			
Criterion	Max. point	point	Argumentative comments
Sectoral knowledge (how logically and convincingly is the knowledge presented in the paper about a certain industry issue)	15		
Argumentation ability (to what extent the ability to reason and justify one's own opinion is revealed in the work)	15		
A review of the literature surrounding the issue	15		
Relevance of the research method to the research objective	15		
Correctness of the conclusion and connection with the main text	15		
Structure of the paper: how well the rules of construction of the paper/project are followed (list of used literature/sources, cited literature correctness of reference, introduction, conclusion, etc.)	10		
Linguistic-stylistic fluency of the work: how well the regularities of spelling and style are observed; The work corresponds to the academic style requirements of University of Georgia - APA style	10		
The thesis is ready to be submitted for defense			
The work is not ready for defense (comment)			
Total score (maximum score)	95		
Signature			

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

Approved by the protocol of the rector's council dated March 31, 2021 N 13/21

AppendixN21

(Form of assessment of presentation/discussion by the special/disciplinary committee of the bachelor's thesis/final project)

Name of the program:		
Student's name, surname:		
Title of bachelor's/master's thesis:		
Supervisor's name, surname:		
Criterion	Max. point	point
Presentation - presentation text is concise and clearly structured; The visual side of the presentation is compatible with the textual part of the presentation; The presenter freely establishes contact with the audience; The manner of presentation and discussion is consistent with ethical and academic standards	2	
Discussion - the answer to the questions raised around the presentation topic is adequate, comprehensive and justified and shows the student's deep knowledge and understanding about the issue	2	
Total score	4	
Signature		

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

Approved by the protocol of the rector's council dated March 31, 2021 N 13/21

Appendix N 22

(Evaluation form of presentation/discussion by the special/disciplinary committee of the master's thesis)

Master's program:		
Student's name, surname:		
Title of master's topic:		
Supervisor's name, surname:		
Criterion	Max. point	point
Presentation - presentation text is concise and clearly structured; The visual side of the presentation is compatible with the textual part of the presentation; The presenter freely establishes contact with the audience; The manner of presentation and discussion is consistent with ethical and academic standards	2,5	
Discussion - the answer to the questions raised around the presentation topic is adequate, comprehensive and justified and shows the student's deep knowledge and understanding about the issue	2,5	
Total score	5	
Signature		

School director Natia Kaladze

Head of department

Manager of qualification papers

Appendix N 23

(Final evaluation form of bachelor's thesis)

Student's name, surname		
Title of bachelor's thesis		
Criterion	Max. point	point
Sectoral knowledge (how logically and knowledge about a certain field issue is convincingly conveyed in the paper)	10	
Argumentation ability (to what extent the ability to reason and justify one's own opinion is revealed in the work)	10	
A review of the literature surrounding the issue	6	
Relevance of the research method to the research objective	10	
Correctness of the conclusion and connection with the main text	10	
Structure of the paper: how well the rules of construction of the paper/project are observed (list of used literature/sources, correctness of cited references, introduction, conclusion, etc.)	5	
Linguistic-stylistic fluency of the work: to what extent regularities of spelling and style are observed;	5	
Presentation - presentation text is concise and is clearly structured; The visual side of the presentation is compatible with the textual part of the presentation; The presenter freely establishes contact with the audience; The manner of presentation and discussion is consistent with ethical and academic standards	2	
Discussion - the answer to the questions raised around the presentation topic is adequate, comprehensive and justified and shows the student's deep knowledge and understanding about the issue	2	
Total score	60	
Signature		

School director Natia Kaladze

Head of department

Manager of qualification papers

Appendix N 24

(Form of final evaluation of the final project of strategic communications)

Student's name, surname		
Title of a final project:		
Criterion	Max. point	point
Content side of the project - content of the project is organized clearly and logically	10	
Fluency in secondary research - secondary sources are analyzed in detail and in depth	10	
Fluency in primary research - research purpose, tasks, target audience, research methods are correctly selected	6	
Validity of research results - research results are logically analyzed, the conclusion is correct, and there is a connection between the conclusion and the main text	10	
Correctness of the planned campaign - campaign objective, objectives, target audience, main message, strategy, tactical steps, calendar and budget are realistic, there is a clear connection between campaign objective and the planned actions	15	
Linguistic and stylistic fluency of the final project: how well the rules of spelling and style are observed	5	
Presentation - presentation text is concise and is clearly structured; The visual side of the presentation is compatible with the textual part of the presentation; The presenter freely establishes contact with the audience; The manner of presentation and discussion is consistent with ethical and academic standards	2	
Discussion - the answer to the questions raised around the presentation topic is adequate, comprehensive and justified and shows the student's deep knowledge and understanding about the issue	2	
Total score	60	
Signature		

School director Natia Kaladze

Head of department

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Appendix N 25

(Final evaluation form for journalism final project)

UG Code of the student:			
Bachelor's program:			
Title of a final project:			
Reviewer's name, surname:			
Criterion	Max. point	point	Argumentative comments
Content side of the project - content of the project is organized clearly and logically	10		
Fluency of secondary research - secondary sources are analyzed in detail and in depth	10		
Fluency of primary research - purpose of research, sources, research methods are correctly selected, interviews are properly and relevantly planned and conducted	6		
The decoding and analysis of the conducted interviews is a logically and perfectly executed documentary film - the film's script is exhaustive, consistent and concise.	10		
Article - the text has a clear and engaging lead, a clear graph and angle, a relevant character, relies on a variety of sources, the structure is orderly and coherent, it is placed on a web platform (blog) and has appropriate visual decoration Documentary film - the content of the film is consistent, specific, concise and well organized. The topic is studied as much as possible. Works have been done to find the characters, shooting locations and other necessary components. In the film, the main idea and issues are outlined, and the organic connection between them is mostly preserved. There is conflict and the drama of the script. The visual side is as effective as possible, and the form and content are consistent. Multimedia project - the multimedia project is logical and coherent, multimedia methods are fully used in the process of creating the project, textual and the visual elements are related and perfect.	15		

Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

Approved by the protocol of the rector's council dated March 31, 2021 N 13/21

Linguistic-stylistic fluency of the final project: how well the regularities of spelling and style are preserved	5		
Presentation - presentation text is concise and is clearly structured; The visual side of the presentation is compatible with the textual part of the presentation; The presenter freely establishes contact with the audience; Manner of presentation and discussion complies with ethical and academic standards	2		
Discussion - the answer to the questions raised around the presentation topic is adequate, comprehensive and justified and shows the student's deep knowledge and understanding about the issue	2		
The thesis is ready to be submitted for defense			
The work is not ready for defense	(comment)		
Total score (maximum score)	60		
Signature			

School director Natia Kaladze

Head of department

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Defense and evaluation of bachelor's and master's thesis/project in social sciences
school

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Appendix N 26

(Final evaluation form of master's thesis)

Student's name, surname:		
Master's program:		
Title of master's thesis:		
Criterion	Max. point	point
Sectoral knowledge (how logically and convincingly the knowledge is presented in the paper about a certain industry issue)	15	
Argumentation ability (to what extent the ability to reason and justify one's own opinion is revealed in the work)	15	
A review of the literature surrounding the issue	15	
Relevance of the research method to the research objective	15	
Correctness of the conclusion and connection with the main text	15	
Structure of the paper: how well the rules of construction of the paper/project are observed (list used of literature/sources, correctness of cited references, introduction, conclusion, etc.)	10	
Linguistic-stylistic fluency of the work: how well the regularities of spelling and style are observed; The work corresponds to the academic style requirements of University of Georgia - APA style	10	
Presentation - presentation text is concise and is clearly structured; The visual side of the presentation is compatible with the textual part of the presentation; The presenter freely establishes contact with the audience; The manner of presentation and discussion is consistent with ethical and academic standards	2,5	
Discussion - the answer to the questions raised around the presentation topic is adequate, comprehensive and justified and shows the student's deep knowledge and understanding about the issue	2,5	
Total score	100	
Signature		

School director Natia Kaladze

Head of department

Manager of qualification papers