

GUIDELINES ON THE SUPERVISION OF UNDERGRADUATE LLB HONS DISSERTATIONS AND HIGHER DIPLOMA OF LEGAL PROCURATOR LONG ESSAYS

1. The role of the supervisor is to provide guidance and advice to the student. Such guidance should extend to the layout of the dissertation/long essay, literature review, research methodology and ethics issues: the supervisor is expected to advise and guide the student on all academic aspects of the dissertation/long essay, including on choice of research methods and on which is the most suitable methodology for a legal dissertation/long essay (depending on the choice of topic). As regards ethics, the supervisor is to ensure that if interviews are conducted, whether formally or informally, the student keeps in mind that they are writing an academic dissertation/long essay in a legal subject.
2. The supervisor is not responsible for approving parts or the whole of a dissertation/long essay although they are expected to give constructive feedback with a view to improving the quality of the work. Feedback is to be given in a reasonable time and once given, the supervisor is not obliged to check the student's work again and to give further feedback. On their part, the student is to ensure that they submit their chapters in a timely fashion to allow adequate time for the supervisor to read and provide feedback thereupon. The student should submit chapters one by one and not the whole dissertation/long essay at one go unless instructed otherwise by the supervisor.
3. Students should familiarise themselves with the University's plagiarism policy and other unbecoming academic practices. They should refrain from undertaking any such practices in their work.
4. The supervisor is not responsible for proof-reading the dissertation and it is not the supervisor's responsibility to ensure that the work presented for examination is free from plagiarism and other unbecoming academic practices.
5. A supervisor may be appointed to be part of the Board of Examiners for an undergraduate dissertation/long essay, but cannot chair the Board, or be appointed Additional Examiner.
6. The supervisory role ceases when the dissertation/long essay is submitted for examination. On the other hand, a supervisory role may be re-assumed on the advice of the Board of Examiners in order to provide guidance to a student whose dissertation/long essay is referred back for correction pending final acceptance or is awarded a failing mark and permitted in terms of regulations to submit under re-sit conditions.
7. The University's documentation relevant to plagiarism, and other unbecoming practices is available at
https://www.um.edu.mt/__data/assets/pdf_file/0007/436651/UniversityGuidelinesonPlagiarism.pdf.