

**Calendar of activities related to the Bachelor's Degree Final Project 2017-2018**

YEAR 2017					
September	<p>First week 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>First fortnight of September: Number of TFG assigned to each department.</p> <p>Until Friday 15: 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>Until September 21: Receipt of offers of tutors and topics for each department</p> <p>End of September: Publication of list of tutors and topics for each degree.</p>				
October	<p>Before October 3: <b>Session</b> to explain the assignment procedure and general instructions for the TFG (related documents: syllabus, calendar, student and tutor documents, etc.), how to do a TFG and the use of bibliographical sources.</p> <p>Tuesday 3, Wednesday 4 and Thursday 5: Assignment of TFG.</p> <p>Tuesday 10: Publication of final assignment.</p> <p>Until October 31: <u>First meeting with tutor</u>.</p> <p align="center"><b>Aim of the meeting:</b> Identify the objective of the TFG, structure, content and time planning</p>				
November	<p>October 30 to December 4: 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 26 at the latest on the TFG submission and evaluation application.</p> <p><b><u>TFG Calendar for Students Finishing their Degrees</u></b></p> <table border="1"> <tr> <td>January 2018</td> <td> <p>Until January 26: Student submits TFG to tutor using the TFG submission and evaluation application.</p> <p>January 29 to February 12: samples will be taken from the TFGs to test for plagiarism.</p> <p>Week of January 29 to February 2: <b>Session on how to prepare a poster</b> (sessions and days to be confirmed for each campus).</p> <p>Until January 31: <u>Fourth meeting with tutor</u></p> <p align="center"><b>Aim of the meeting:</b> Oral presentation of TFG to tutor.</p> </td> </tr> <tr> <td>February 2017</td> <td> <p>Until Friday, February 2: Deadline for tutors to post grades and the evaluation report on the TFG submission and evaluation application.</p> <p>Until Tuesday, February 6 (at 23:59): Students confirm participation in the Poster Session using the TFG submission and evaluation application.</p> <p>Before Friday, February 9: Dean's Office will communicate the composition of assessment panels for the poster presentations, time and place of sessions.</p> <p>Until Friday, February 9 (at 23:59): Student uploads its .pdf poster on the TFG submission and evaluation application.</p> <p>February 14 to February 15: <b>Poster Session</b>.</p> <p>Until Friday, February 23: Modification of grades document according to the decision of the panels.</p> </td> </tr> </table>	January 2018	<p>Until January 26: Student submits TFG to tutor using the TFG submission and evaluation application.</p> <p>January 29 to February 12: samples will be taken from the TFGs to test for plagiarism.</p> <p>Week of January 29 to February 2: <b>Session on how to prepare a poster</b> (sessions and days to be confirmed for each campus).</p> <p>Until January 31: <u>Fourth meeting with tutor</u></p> <p align="center"><b>Aim of the meeting:</b> Oral presentation of TFG to tutor.</p>	February 2017	<p>Until Friday, February 2: Deadline for tutors to post grades and the evaluation report on the TFG submission and evaluation application.</p> <p>Until Tuesday, February 6 (at 23:59): Students confirm participation in the Poster Session using the TFG submission and evaluation application.</p> <p>Before Friday, February 9: Dean's Office will communicate the composition of assessment panels for the poster presentations, time and place of sessions.</p> <p>Until Friday, February 9 (at 23:59): Student uploads its .pdf poster on the TFG submission and evaluation application.</p> <p>February 14 to February 15: <b>Poster Session</b>.</p> <p>Until Friday, February 23: Modification of grades document according to the decision of the panels.</p>
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December	<p>Until December 22: <u>Second meeting with tutor</u></p> <p align="center"><b>Aim of the meeting:</b> Monitoring of time planning.</p>				
YEAR 2018					
March	<p>Until March 23: <u>Third meeting with tutor</u></p> <p align="center"><b>Aim of the meeting:</b> Monitoring of time planning.</p>				
June	<p>Until June 8: Student submits TFG to tutor using the TFG submission and evaluation application.</p>				

	<p>June 9 to June 20: samples will be taken from the TFGs to test for plagiarism.</p> <p>Week of 11 to 15 June: <b><u>Session on how to prepare a poster</u></b> (sessions and days to be confirmed for each campus).</p> <p>Until Tuesday, June 12: <i>Fourth meeting with tutor</i></p> <p style="padding-left: 40px;"><b><i>Aim of the meeting:</i></b> Oral presentation of TFG to tutor.</p> <p>Until Thursday, June 14: Deadline for tutors to post grades and the evaluation report on the TFG submission and evaluation application.</p> <p>Until Monday, June 18 (at 23:59): Students confirm participation in the Poster Session using the TFG submission and evaluation application.</p> <p>Fourth week June: Dean's Office will communicate the composition of assessment panels for the poster presentations, time and place of sessions.</p> <p>Until Monday, June 25: Students upload their .pdf poster on the TFG submission and evaluation application.</p> <p>Wednesday, June 27 to Friday, June 29: <b><i>Poster Session.</i></b></p>
July	Until July 12: Modification of grades document according to the decision of the panels..