Introductions

The curriculum of the MTE master includes a 6-month master project done within the frame of an internship in the industry.

The master project in industry (pdmE) is an academic research-oriented project in the field of Management of Technology, based on which the students have to write a master thesis.

It gives students the opportunity to put into practice their methodological and technical competences and to show their ability to work independently.

Admission to the master project in industry

The pdmE must be successfully completed within one year of succeeding in the master cycle (coursework).

To be admitted to the pdmE, students must have successfully completed the 90 credits of the MTE master cycle (= coursework).

Conditional admission to the pdmE may be granted to students who:
- Do not lack more than 8 of the 90 credits required for the master cycle (including the minor)
- Are not in a situation of final failure

Location, duration and dates of the master project in industry

The PDME lasts 25 weeks (6 months) and is carried out in a company or in a public organization.

It usually starts in the spring, following the 3rd semester of courses and according to the official dates of the academic calendar.

Students cannot change the starting date of the PDME on their own. In case of problem with this date, please contact the section deputy.

How to find a master project in industry?

It is the students’ responsibility to find a pdmE.

Students are welcome to visit the EPFL internships database – http://internships.epfl.ch – where companies post internships. Those are either specific to MTE students or shared with students from other EPFL sections. In the latter case, special rules might apply to the application process.
Project definition

The subject of the pdmE can be proposed by the company, by the MTE supervisor or by the student. It must be in the field of MTE.

The pdmE proposal needs to be approved by the MTE section, the academic supervisor and the company supervisor.

The definitive subject will be described in a document, signed by all parties and sent to the MTE section secretariat. A model of this document is available at: http://cdm.epfl.ch/mte/master-project.

Supervision

Once the student has found a Master project he/she must submit the proposal to the internship coordinator, with:

- The name of the company & company supervisor
- Three preferences for the MTE faculty supervisor

The MTE section will allocate the supervision of the master projects to the professors.

The Master project is supervised by a MTE professor (academic supervisor) and by a representative of the company (company supervisor). When the academic supervisor is allocated, he/she must get in touch with the company to agree on the content of the thesis. Once the academic supervisor has approved the project, the student can make a formal commitment with the company.

Both supervisors follow-up and assess the project. Regular contact has to take place throughout the pdmE. An intermediary assessment discussion needs to be made approximately 2 months after the project has started.

Registration for the master project

Once the subject of the Master project has been defined and approved both by the MTE and the company supervisors, the student must register it in is-academia.

The deadline to register in is-academia is available on the academic calendar (second Friday of the semester – same deadline as registration for courses).

Status of the student during the internship

During the internship, the student remains registered at EPFL. Nevertheless, he has to follow the rules and regulations of the hosting company, i.e. timetable, absence, security rules, etc.

The company may provide remuneration to the student and cover his travel expenses insofar as they result from activities inherent to the internship. Reimbursement is based on the rates applicable within the company.
Master thesis

The master thesis is a personal work composed by theoretical and empirical/practical parts. The theoretical part should lay the groundwork for performing the empirical/practical part of the study. It should draw on the learning in the master program as well as additional literature, and should constitute at least 30% of the thesis.

As a guideline, the recommended number of pages is about 60 pages (times new roman 12, spacing 1.5), including a summary of half a page plus the appendixes and a bibliography. Other dispositions are possible, when the MTE supervisor agrees. For general guidelines about the thesis, see the document “How to write a thesis”. This document and a cover page model are available on: http://cdm.epfl.ch/mte/master-project.

The final master thesis must be handed in according to the Section instructions, at the required dates. The master thesis leads to an oral presentation.

Students will also have to provide a summary of their pdmE, which must be approved by the company. This summary will be published on the MTE website (except if a confidentiality clause is in place). A model is available on: http://cdm.epfl.ch/mte/master-project.

Confidentiality

The question of confidentiality is taken care of on a case by case basis. If needed, the Section can provide a tripartite Convention, which deals with this issue.

Oral presentation

The oral presentation can take place on the EPFL campus or outside, for example in the company where the internship took place.

The jury is formed by the MTE supervisor and by an expert who is external to EPFL: generally, the company supervisor.

The oral presentation lasts an hour approximately (including student presentation and questions from the jury).

Note: if the written report is judged to be insufficient, the MTE supervisor can request the student to make it up within two weeks following the oral presentation.

PdmE/fj 26.4.17