

Academic Year/course: 2021/22

25119 - Undergraduate Dissertation

Syllabus Information

Academic Year: 2021/22

Subject: 25119 - Undergraduate Dissertation

Faculty / School: 301 - Facultad de Ciencias Sociales y Humanas

Degree: 278 - Degree in Fine Arts

ECTS: 8.0

Year: 4

Semester: Annual

Subject Type: End of Grade Dissertation

Module:

1. General information

1.1. Aims of the course

The theoretical and practical training that students acquire throughout the Degree concludes with the preparation and defense of a Undergraduate Dissertation.

To this end, students must develop an artistic proposal or plastic intervention, graphic design solution or illustration, audiovisual or multimedia creation or other approaches compatible with the professional profiles collected in the degree report, where they show the knowledge, skills and attitudes acquired throughout the degree. The work will be directed at least by a teacher and must be feasible, considering all the necessary details to be able to complete it.

The Undergraduate Dissertation also consists of an autonomous, original and individual work and will contain sufficient elements of personal creation, adequately citing all the original sources used.

- Ability to carry out artistic research projects.
- Acquire the skills of artistic practice.
- Develop strategies applied to the systematic exercise of artistic practice.
- Carry out, organize and manage innovative artistic projects.
- Communicate and disseminate artistic projects.
- Carry out artistic projects with social and media repercussions. Use the dissemination resources of the projects artistic in order to enhance their social impact.
- Carry out and integrate artistic projects in broader contexts. Develop projection strategies for artistic creation beyond its field of action.
- Properly present artistic projects. Know how to communicate artistic projects in diversified contexts.
- Assess interpersonal skills, awareness of abilities and own resources for the development of artistic work.

1.2. Context and importance of this course in the degree

The preparation of the Final Degree Project is regulated by the general regulations of the University of Zaragoza, by the regulations of the Faculty of Social and Human Sciences that develop the general guidelines:

Agreement of October 3, 2018 of the Board of the Faculty of Social and Human Sciences of the University of Zaragoza, which approves the normative provisions that will be applicable for the preparation of the Final Degree Project of the Faculty of Social Sciences and Humanas of the University of Zaragoza.

Agreement March 16, 2018, of the Governing Council of the University, which modifies the Regulation of the end-of-degree and end-of-master projects at the University of Zaragoza.

Regulations for End-of-Degree and End-of-Master Projects at the University of Zaragoza, approved by the Governing Council on September 11, 2014 (BOUZ number 9-14 of September 16, 2014).

Agreement of May 15, 2009, of the Governing Council of the University of Zaragoza, which establishes the general guidelines for the preparation of training programs for undergraduate studies (article 14 on the regulatory framework of the TFG).

Royal Decree 1393/2007 establishing the organization of official university education of October 26, 2007 (BOE of October 30, 2007), modified by Royal Decree 861/2010, of July 2 (BOE of 3 July 2010).

Regulatory regulation of final degree and master's degree projects at the University of Zaragoza (BOUZ number 4-11 of April 14, 2011).

Verification Memory of the title of Graduate in Fine Arts from the University of Zaragoza.

The theoretical and practical training that students acquire throughout the Degree concludes with the preparation and defense of a Final Degree Project (TFG) that is carried out in the final phase of the study plan and that is oriented to the comprehensive evaluation of the competences associated with the title.

1.3. Recommendations to take this course

The student will enroll in the final degree project in any of the official enrollment periods at the University of Zaragoza. In the event that the student does not meet the established enrollment deadlines, she will not be able to participate in the established address assignment system (Address Request document) and must request it directly from the Degree Quality Assurance Commission.

The Guidelines and the Procedure for the Final Degree Project in Fine Arts by the University of Zaragoza are published on the official website:

https://academico.unizar.es/sites/academico.unizar.es/files/archivos/gradoymaster/legislacion/regntación_tfgtfm_2014.pdf

The student is recommended to consult a free online training course (*available in Moodle*):

GUÍA DE HERRAMIENTAS Y PAUTAS PARA UN BUEN TFG: BELLAS ARTES (Call updated to the academic year)

Online course through the Moodle Virtual Campus that aims to be a guide that provides information and indications about the characteristics and development of the UNDERGRADUATE DISSERTATION to students at the University of Zaragoza. The ultimate goal is to get students to reflect on the dissertation in a way that helps them plan and prepare their corresponding with the quality standards. It remains open throughout the academic year and has a permanent consulting service staffed by librarians from the University of Zaragoza. Course contents:

- Step 1 . Know the regulations that regulate your TFG
- Step 2 . Choose the theme
- Step 3. Choose your bibliographic reference manager
- Step 4 . Plan and find the information
- Step 5. Evaluate the information found
- Step 6. Use information ruthlessly
- Step 7. Write the work
- Step 8. Once the work is finished ... (upload it to the repository, copyright, etc.)

How to enroll in the course: If you are enrolled in the End of Degree Project course, enrollment is automatic. If you are not enrolled in the End of Degree Project subject, contact the library of your center:

<http://biblioteca.unizar.es/conocenos/directorio-buz>

2. Learning goals

2.1. Competences

The Undergraduate Dissertation constitutes the last act of the academic itinerary of the graduate in Fine Arts and must give a complete and personal response to the training processes of the Degree, collected in the corresponding general and specific competences, and practically specified as personal results of learning in the Degree in Fine Arts.

General competences

CB1 - That students have demonstrated to possess and understand knowledge in an area of study that starts from the base of general secondary education, and is usually found at a level that, although supported by advanced textbooks, also includes some aspects involving knowledge from the forefront of your field of expertise. study.

CB2 - That students know how to apply their knowledge to their work or vocation in a professional way and possess the competencies that are usually demonstrated through the elaboration and defense of arguments and the resolution of problems within their area of study.

CB3 - That students have the ability to gather and interpret relevant data (usually within their study area) to make judgments that include a reflection on relevant social, scientific or ethical issues.

CB4 - That students can transmit information, ideas, problems and solutions to both specialized and non-specialized audiences.

CB5 - That students have developed those learning skills necessary to undertake further studies with a high degree of autonomy.

CG01 - Ability to produce and relate ideas within the creative process.

CG02 - Communication skills. Learn to translate artistic ideas in order to transmit them.

CG03 - Ability to clearly present complex artistic problems and projects orally and in writing.

CG04 - Capacity for (self) analytical and (self) critical reflection in artistic work.

CG05 - Capacity for curiosity and surprise beyond practical perception. Develop mental perception beyond the retinal.

CG06 - Ability to work autonomously. Develop the ability to propose, develop and conclude personal artistic work.

CG07 - Ability to work in a team. Ability to organize, develop and solve work through the application of interaction strategies.

CG08 - Capacity for own initiative and self-motivation.

CG09 - Capacity for perseverance. Develop the perseverance necessary to solve the difficulties inherent to creation.

CG10 - Capacity for self-employment and job creation.

CG11 - Ability to communicate and disseminate artistic projects.

CG12 - Ability to carry out artistic projects with social and media repercussion. Use the dissemination resources of artistic projects in order to enhance their social impact.

CG13 - Ability to carry out and integrate artistic projects in broader contexts. Develop projection strategies for artistic creation beyond its field of action.

CG14 - Interpersonal skills, awareness of abilities and own resources for the development of artistic work.

CG15 - Capacity for an ethical commitment and the promotion of equality between the sexes, the protection of the environment, the principles of universal accessibility and democratic values.

Specific skills

CE01 - Critical understanding of the history, theory and current discourse of art. Critically understand the history, theory and current discourse of art. Analytical assimilation of the concepts on which art is based.

CE02 - Critical understanding of the evolution of aesthetic, historical, material, economic and conceptual values. Analyze the evolution of art values ??from a socio-economic and cultural perspective.

CE03 - Critical understanding of the responsibility of developing one's own artistic field. Social commitment of the artist.

CE04 - Critical understanding of the performative dimension and social impact of art. Analyze the reciprocal repercussion between art and society.

CE05 - Knowledge of the theory and current discourse of art, as well as the current thinking of artists through their works and texts. Constantly update the direct knowledge of art through its own creators.

CE06 - Knowledge of vocabulary, codes, and concepts inherent to the artistic field. Know the language of art.

CE07 - Knowledge of the vocabulary and concepts inherent to each particular artistic technique. Know the specific creative language.

CE08 - Knowledge of the different functions that art has acquired through historical development. Study the evolution of the role of art over time.

CE09 - Knowledge of production methods and artistic techniques. Analyze the processes of artistic creation.

CE10 - Knowledge of Spanish and international cultural institutions and organizations and their operation (museum network, exhibitions, biennials, etc).

CE11 - Knowledge of the rules of action derived from copyright and property rights.

CE12 - Knowledge of materials and their processes derived from creation and / or production. Know the materials, procedures and techniques that are associated with each artistic language.

CE13 - Basic knowledge of the research methodology of the sources, the analysis, the interpretation and synthesis. Analyze, interpret and synthesize the sources.

CE14 - Knowledge of the instruments and methods of experimentation in art. Learning the creative methodologies associated with each artistic language.

CE15 - Knowledge of artistic methods that can be applied to socio-cultural projects. Study the methodologies that facilitate artistic performance in the social environment.

CE16 - Knowledge of the characteristics of the spaces and means of exhibition, storage and transport of works of art.

CE17 - Knowledge of the different artistic agents and their operation. Identify the different artistic intermediaries and their functions in the dynamics of art and their work methodology.

CE18 - Basic knowledge of economics and marketing. Analyze and place artistic activity in a strategic and competitive context. Establish and maintain business relationships with clients and / or partners.

CE19 - Ability to identify and understand art problems. Establish the aspects of art that generate creation processes.

CE20 - Ability to creatively and imaginatively interpret artistic problems. Develop the creative processes associated with solving artistic problems.

CE21 - Ability to understand and value artistic discourses in relation to one's own work. Establish means to compare and relate personal artwork to creative context.

CE22 - Ability to generate and manage artistic production. Know how to establish the necessary planning in artistic creation processes.

CE23 - Ability to professionally apply specific technologies. Use the appropriate tools for your own artistic languages.

CE24 - Ability to collaborate with other disciplines. Development of ways of relationship and exchange with other fields of knowledge.

CE25 - Ability to collaborate with other professions and especially with professionals from other fields. Identify the appropriate professionals to adequately develop artistic work.

CE26 - Ability to activate a cultural context and / or modify a public or private context. Knowing how to understand the cultural context to generate initiative and energize the environment.

CE27 - Ability to document artistic production Use the necessary tools and resources to contextualize and explain one's own artistic work.

CE28 - Ability to identify artistic and / or sociocultural problems as well as the conditions that make certain artistic discourses possible. Describe the conditions that affect artistic creation. Analysis of artistic production strategies.

CE29 - Heuristic and speculative capacity to carry out new projects and strategies for artistic action. Develop the understanding and speculation of artistic problems in their entirety.

CE30 - Ability to determine the appropriate presentation system for the specific artistic qualities of a work of art.

CE31 - Ability to carry out artistic research projects.

CE32 - Skills for artistic creation and ability to build works of art. Acquire the skills of artistic practice.

CE33 - Ability to establish production systems. Develop strategies applied to the systematic exercise of artistic practice.

CE34 - Ability to carry out, organize and manage innovative artistic projects.

CE35 - Ability for an adequate presentation of artistic projects. Know how to communicate artistic projects in diversified contexts.

2.2. Learning goals

Knowledge of the modes of presentation of artistic work.

Knowledge of the ways of inserting the Final Degree Project in the professional artistic field.

Knowledge of the ways of writing related to the realization, exhibition and presentation of artistic projects and their elaboration.

Ability to prepare dossiers and reports of the work carried out.

Ability to insert the Final Degree Project in the professional artistic field.

Ability to adapt resources and creative processes to the needs of projects.

Ability to procure, analyze and incorporate the necessary information for the elaboration of an artistic project.

Ability to establish self-critical analysis of artistic projects.

Ability to contextualize the work done in relation to the problems of art.

Ability to participate in the analysis and evaluation of other works.

Ability to bring personal solutions to artistic creation.

Ability to manage the necessary information in the preparation of the Undergraduate Dissertation.

Ability to contextualize one's own work.

2.3. Importance of learning goals

The achievements in student learning established by the European Higher Education Area (EHEA) are of paramount importance. The evidence that facilitates the evaluation and verification of learning results is essential and the Spanish Qualifications Framework for Higher Education (MECES), collected in RD 1027/2011, of July 15, 2011, in this sense can be cited in regarding the description of a set of descriptors or "collection of learning outcomes, which characterizes a certain level in a qualifications framework" (Art. 2).

The Final Degree Projects (TFG) stand as the culmination of university studies in Fine Arts and it is precisely these projects that show the greatest potential for the validation of transversal skills and resources as a link between the design of the degree and the profile of egress.

Perhaps one of the most interesting components lies in the selection of evidence that the university must show, with the intention that the evaluation and accreditation agencies of the degrees determine the quality of the learning of their students and can validate the official degrees. Academic writing is an evidence recognized by universities and evaluation agencies, but not only that, the connection between reading and writing at university is directly related to academic literacy and communicative competence.

The subjects and subjects that make up the Bachelor's degree in Fine Arts guide students to the development of the TFG through the different transversal competencies and skills in a constant process of conceptualizing artistic practice.

3. Assessment (1st and 2nd call)

3.1. Assessment tasks (description of tasks, marking system and assessment criteria)

The third article of the Agreement on March 16, 2018, of the University Governing Council, which modifies the Regulation of the final degree and master's degree projects at the University of Zaragoza, adds a first additional provision to the Agreement of September 11, 2014, of the University Governing Council, which approves the Regulation of the final degree and master's degree projects at the University of Zaragoza, with the following wording:

According to the first additional provision of the Agreement March 16, 2018, of the University Governing Council, which modifies the Regulation of the end-of-degree and end-of-master's projects at the University of Zaragoza, the Degree in Fine Arts follows the simplified evaluation procedure, approved by the Board of the Faculty of Social and Human Sciences on June 20, 2018.

1. According to this simplified procedure, it is the responsibility of the teaching staff who directs the work to validate and supervise the process of carrying it out, as well as the evaluation, without prejudice to the participation of other personnel in the direction of said work, as co-director.
2. The qualification of the work will be governed by the general norms regarding evaluation. Once the final degree projects have been evaluated, the director or directors will inform the student of their grade, in addition to offering them the possibility of reviewing it.
3. The student will have to proceed to the defense of the final degree project, before whom and in the manner defined by each center, which in any case will respect the following guidelines:

- 3.1. The student will have the right to defend the work before the director or directors and this will allow any numerical grade to be achieved;
- 3.2. Under the terms provided in the following section of this provision, to achieve the qualitative qualification of honors, the student will have to publicly defend the work before a tribunal made up of three professors and designated by the center;
- 3.3. Likewise, the student may request the review before the court in the terms provided in article 22 of the agreement of December 22, 2010, of the University Governing Council, which approves the Regulations for Learning Assessment Standards.
4. The Evaluation Panel referred to in subsections two and three of the preceding paragraph will be unique for the titling. However, the center will be empowered to increase the number of panels, provided it is justified by the foreseeable number of students who would opt for the evaluation before the Evaluation panel or the specialties or mentions presented by the degree.
5. The student may exercise the option to achieve the qualitative qualification of honors as long as he has obtained a quantitative qualification of 9.0 or more in his ordinary evaluation and has the endorsement of the director or directors. The center will regulate how this option will be formalized.
6. The defense will be held at most until December of the year of the end of the academic year for which you have enrolled. Once these periods have elapsed without the defense having been passed, the student must re-enroll. The guidelines on the methodology and the evaluation criteria to standardize the evaluation of the final degree projects will be supervised by the corresponding Quality Assurance Commission of the degree.
7. The guidelines on the methodology and the evaluation criteria to standardize the evaluation of the final degree projects will be supervised by the corresponding Quality Assurance Commission (CGC) of the degree.

Evaluation and qualification system

The director will prepare an Evaluation Report in which he will indicate whether or not the objectives of the work have been exceeded, indicating in the latter case the pertinent modifications for passing the subject in a future defense. In the same way, it will state the degree of maturity of its approach according to the following criteria:

- Interest of the proposed proposal
- Clarity in the statement of intentions
- Contribution of new approaches from a methodological and / or conceptual framework
- The process of preparing the work
- The final product presented
- The conclusions collected in the memory

In addition, the evaluation report will necessarily be accompanied by a Standardized Evaluation Protocol by competencies (*Developed in ANNEX I and contained in the evaluation report of the director*) based on rubrics and the evaluation by the director of the acquisition, by part of the student, of the competences indicated in the Verification Report of the Degree in Fine Arts of the University of Zaragoza.

The grading system will be expressed by numerical qualification in accordance with the provisions of article 5 of Royal Decree 1125/2003 of September 5 (BOE September 18), which establishes the European credit system and the qualification system in official university degrees and valid throughout the national territory. Finally, the qualification will also be expressed in its qualitative form: failed, approved, notable, outstanding, in accordance with current regulations on academic qualifications.

Evaluation Panel.

The student must know the plagiarism regulations of the University of Zaragoza and its consequences published in: <https://biblioteca.unizar.es/propiedad-intelectual/propiedad-intelectual-plagio>

In the same way, you must know the Regulation of Learning Evaluation Norms approved in agreement of December 22, December 2010, from the University Governing Council: <http://cud.unizar.es/docs/ReglacionesdeNormasdeEvaluaciondelAprendizaje.pdf>

To achieve the qualitative qualification of honors, the student will have to publicly defend the work before a tribunal made up of three teachers and appointed by the center.

The student may exercise the option to achieve the qualitative qualification of honors as long as there is obtained a quantitative qualification of 9.0 or more in its ordinary evaluation and has the endorsement of the director or directors. The center will regulate how this option will be formalized.

The Evaluation Panel will be unique for the degree. However, the center will be empowered to increase the number of panel, provided it is justified by the foreseeable number of students who would opt for the evaluation before the panel or the specialties or mentions presented by the degree.

Each evaluating tribunal will be made up of three members who will act as president, secretary and vocal. These will be appointed by the Dean and at least two of them will be professors with permanent ties to the University of Zaragoza. Likewise, up to two alternate members may be appointed for each tribunal in order to guarantee their integrity in the event of unforeseen absences or absences. The Directorate of the Center may request specific advice from the Quality Assurance Commission in relation to the appointment of full and alternate members in order to guarantee the disciplinary and academic diversity of the tribunal, in such a way as to allow an inclusive and plural evaluation.

In addition, it must be guaranteed, as far as possible and taking into account the structure of the teaching staff of the degree and the Undergraduate Dissertation regulations of the University of Zaragoza, compliance with Organic Law 3/2007, of March 22, for the effective equality of women and men, thus respecting parity in the courts appointed by the Center's

Directorate.

The functions of the Evaluation Panel are as follows:

- * Establish a day and time for the public presentation of the works assigned for evaluation within the dates set by the Center.
- * Agree on the evaluation and issue a single Evaluation Report of the presentation and public defense as well as an evaluation protocol based on duly qualified competencies (see next paragraph).

Annex I. Competency-based assessment protocol STAGES COMPETENCES.

The teacher in charge of the academic direction of the TFG must assess from 0 to 10 each of the following competency concepts* according to the degree of achievement shown by the work submitted for evaluation.

B1. Genesis and planning of the artistic project.

- Ability to carry out artistic research projects (*double marks; from 0 to 20*).
- Skills for artistic creation and ability to build works of art. Acquire the skills of artistic practice*.
- Ability to establish production systems. Develop strategies applied to the systematic exercise of artistic practice*.

B2. Development, management and implementation of the artistic project

- Ability to carry out, organize and manage innovative artistic projects.*
- Ability to communicate and disseminate artistic projects*.
- Ability to carry out artistic projects with social and media repercussions. Use the dissemination resources of artistic projects in order to enhance their social impact*.

B3. Completion, presentation and communication of the artistic project

- Ability to carry out and integrate artistic projects in broader contexts. Develop projection strategies for artistic creation beyond its field of action*.
- Ability for an adequate presentation of artistic projects. Know how to communicate artistic projects in diversified contexts*.
- Interpersonal skills, awareness of one's abilities and resources for the development of artistic work*.

4. Methodology, learning tasks, syllabus and resources

4.1. Methodological overview

The methodology followed in this course is oriented towards the achievement of the learning objectives, both general (*CB01, CB02, CB03, CB04, CB05, CG01, CG02, CG03, CG04, CG05, CG06, CG07, CG08, CG09, CG10, CG11, CG12, CG13, CG14, CG15*) and specific (*CE01, CE02, CE03, CE04, CE05, CE06, CE07, CE08, CE09, CE10, CE11, CE12, CE13, CE14, CE15, CE16, CE17, CE18, CE19, CE20, CE21, CE22, CE23, CE24, CE25, CE26, CE27, CE28, CE29, CE30, CE31, CE32, CE33, CE34, CE35*).

The aim of the Dissertation is to enable students to apply and develop a range of skills and competencies acquired throughout the Degree. Students are expected to show their competence in planning, writing, and defending a piece of research on a topic. This process is mainly based on the student's autonomous work but his/her progress will be supervised by a supervisor in tutorials throughout the academic year.

Process.

The process will begin with the recognition and signing of the TFG Management Agreement between student and teacher that the student must present to the Quality Assurance Commission for the Degree in Fine Arts.

The student must follow the indications, orientations and guidelines of the teacher (or teachers) designated for the direction of the Final Degree Project, established with artistic and academic criteria to guarantee the optimal development of the related competences. The rhythm and development of work will be agreed between student and teacher.

The student must provide for the evaluation of the work and as constitutive elements thereof: Testimony, record or material, graphic or audiovisual evidence of the work, project or artistic creation and / or, where appropriate, additional professional documentation related to the profile specific to your artistic project.

Written report that will include at least three main parts:

- a) a contextualization of the proposal in light of art history, aesthetic theories or relevant past or present artistic discourses.
 - b) a description of the proposal in terms of the results obtained and the process followed.
 - c) detailed technical information on all aspects and procedures that have contributed to its implementation.
- Additional material or information for the adequate public presentation of the project and evaluation by the court (*slides, catalog, portfolio, etc.*).

The written report that acts as a descriptor of the artistic project proposed by the student must comply with mandatory stylistic standards for academic works: DIN A4 size with vertical orientation, Times New Roman font at 11p., 1.5 line spacing and standardized margins (2.5 cms), to guarantee the proper academic and scientific evaluation of the memory in accordance with the principles of transparency, equality and justice.

The memory in this specific format of the academic environment will be preceded by a summary of the project and will have more than 30 pages and it will have less than 50 pages, excluding the annexes necessary for the analysis of the work by the evaluating board.

Students may optionally submit for evaluation an annex in free format and extension that may represent an added artistic value and may contain the aspects and expressions that the student and director consider appropriate (*catalog, portfolio, field notebook, artist's book, etc.*)

The Academic Report and the free-format Annex must be deposited and evaluated on the same version of each document. From the academic direction of the Undergraduate Dissertation, it will be ensured that this principle of equality is fulfilled both for the quantitative evaluation (*by the director*) and for the qualitative evaluation of Honors (*by the Evaluation Panel*). It must be ensured that no materials or variants are presented to the previously evaluated work.

The student is solely responsible for the content of the Undergraduate Dissertation and must be responsible for incurring in possible cases of conceptual and / or artistic plagiarism. The director of the Undergraduate Dissertation must guide and guide during the process to avoid plagiarism in the work, although the responsibility and obligation to generate an original work will always be the student.

The works will be presented in text files and static images according to the official formats and guidelines of the University of Zaragoza, unless the content of the subject requires an audiovisual or virtual format, in which case the student and the director must be held accountable to the Court (if applicable) to guarantee access, at least on the day of the defense, to the materials and / or specific content necessary for the correct assessment (video, installation, performance, etc.).

Deposit.

The student must deposit their Final Degree Project agreeing with their director or TFG director to finalize the elaboration process and proceed to the evaluation of the project. The steps to follow are; Delivery of the revised final version of the report and annex of the Final Degree Project to the director.

Make the electronic deposit of the TFG in the platform *deposita.unizar.es*, filling in the metadata (*summary, abstract, keywords, academic data, etc.*) and uploading separately the memory PDF files and the annex following the instructions and guide of use of deposits. The open publication of the work is recommended to follow the principle of open science as a public university and fundamentally so that the student can make her work known and can be cited by other researchers or students.

The "Deposita" portal (*deposita.unizar.es*) will automatically send an email to the student with the receipt of the TFG deposit. The student must print the receipt in PDF.

The student must complete the TFG Deposit Request document and send the document signed to their director so that they can sign it giving the approval to the deposit, a prerequisite that must be carried out prior to the defense, maintaining a margin of 4 school days.

In the event that the student does not make the deposit of the Undergraduate Dissertation during the periods authorized by the center corresponding to the academic year in which he / she was enrolled, she must re-enroll in the Undergraduate Dissertation subject, having to choose a director again.

Once defended and evaluated, the student is recommended to upload the report and annex of his TFG to the Institutional Repository of Zagan documents of the University of Zaragoza so that his work is published openly to the university community and other researchers or students can find and reference more easily your Undergraduate Dissertation.

Defending.

The student will carry out the defense of the TFG before the director in public session, agreeing on the date, place and time. The student can defend her TFG if she has a maximum of 12 ECTS credits pending to pass.

The defense will be held until November of the year of the end of the academic year for which the enrolled as a ceiling. After said period has elapsed without the defense having been passed, the student must to re-enroll in the Undergraduate Dissertation subject.

After the defense the student will be able to achieve a grade of between 0 and 10 points in the evaluation carried out carried out by its director or director of TFG according to the current regulations of the Faculty of Social and Human Sciences.

The student may exercise the option to achieve the qualitative qualification of Honors if she has obtained a rating of 9.0 or more in their ordinary evaluation (report of the director or director) and has the endorsement of the director or directors. The center will regulate how this option will be formalized.

In the latter case, the directors or co-directors must submit the evaluation report, together with the evaluation protocol by powers, to the President of the Court appointed for this purpose, before fifteen days of the date established for the defense of the TFG by the Court, as long as the calendar and guidelines set by the Center allow it.

The defense will consist of the oral presentation of the development of their work before the directors in public session, or before the evaluating court (if requested). After the oral presentation, which may be accompanied by material resources and audiovisuals, including the result of the artistic project presented (the artistic work itself), the directors and / or the members of the Tribunal will be able to debate with the student the questions that they consider opportune for the correct and full evaluation exercise. In the course of the defense and evaluation process, the the principles of equality, transparency and justice.

The Management of the Center, or any person to whom it delegates, will establish, as far as possible and in accordance with the availability of spaces and dates, a workspace reservation calendar for students and their directors during the academic year. It will also have the same way, also depending on the availability of spaces and dates, place and calendar of public exhibition so that students can expose their works, works or projects to the public and the corresponding agents that can promote the employability of students and the dissemination of their work. These exhibitions, open to the general public, may be held before or after the defense to guarantee the availability of spaces for all students of the Degree in BBAA.

Once the evaluation process is finished, the student may withdraw her / his work (memory, annexes, exhibited work ...) up to one month after the academic year in which the defense of the TFG was carried out. Once the term has expired,

the Directorate of the Center may decide with respect to the conservation or destruction of the Undergraduate Dissertation not withdrawn.

4.2. Learning tasks

The student is expected to attend an induction section in which guidelines for initial dissertation preparation will be provided.

To prepare the dissertation draft, the student is expected to engage in autonomous work (use of the library, reviewing the literature, writing the draft of the dissertation and revising the draft). Additionally, the student can set up regular appointments for office hour consultation.

It is the responsibility of the teachers who direct the Undergraduate Dissertation to validate and supervise the process of carrying out the itself, as well as the evaluation, without prejudice to the participation that other personnel carry out in the management of said works, as co-director, must belong to the University of Zaragoza and to one of the areas of knowledge linked to the Degree in Fine Arts.

In the event of possible reviews of the degree through an academic audit of the University of Zaragoza or external agencies such as ACPUA (regional) or ANECA (national), it is recommended to keep the documentation during the year next to the defense of the Undergraduate Dissertation.

The Quality Assurance Commission (CGC) will ultimately guarantee the assignment of subject and director for all students enrolled in the TFG subject. The duties of the director are:

- Collaborate with the student in the final choice of the topic.
- Give approval to initial work proposals.
- Guide, supervise and validate the student's work plan and its development.
- Coordinate with the co-directors, if any.
- Give approval to the final proposal of the TFG prior to the deposit and that must accompany the memory of the TFG in your official deposit.
- Prepare an evaluation report whose template can be found on the TFG website in BBAA.
- Evaluate and grade the work following the TFG evaluation report in BBAA on competencies acquired.
- Inform the student of the grade obtained and offer the possibility of review, as established the Regulations for the Learning Assessment Standards of the University of Zaragoza.

4.3. Syllabus

Each student will choose a topic for his/her dissertation from one of the following research lines: drawing, illustration, graphic novel, engraving, screen printing, stamping, painting, sculpture, installation, audiovisual, among other options. Students may consult with their dissertation director to broaden and enhance the subject and artistic discipline of the project.

The development of the artistic project designed and described by each student in their TFG will be agreed and guided by the director. In this way, the program of necessary activities is made more flexible according to the specific case, attending in addition to the dedication of the student himself. The recommended training activities can also be made compatible in point 1.3 of the Teaching Guide.

The structure from the planned work is recommended for the development of the dissertation taking into account the characteristics of the discipline and subject chosen as well as the work process agreed between the student and the director or director of the TFG, taking into account the calendar of key dates established in point 4.4 of the Teaching Guide.

4.4. Course planning and calendar

INITIAL SCHEDULE:

From October 18 to 29. The student must consult with the teachers of their priority for the election of the principal or director to try to guarantee an adequate orientation to the interests and discipline of interest to the student and the disposition and availability of teachers.

From November 1 to 5. The student submits an application to the Fine Arts Quality Assurance Commission for a list of three teachers ordered by order of priority for the assignment of director / director of TFG. The list must having previously consulted with the teachers.

From November 15 to 17. Provisional List of TFG Addresses. It will be published on the faculty website at section of Final Project of Degree in BBAA the list of students with their respective addresses of TFG.

From November 17 to 19. A period of two days is established for communication of errors, request for change of address and requests for co-addresses. Applications will be submitted by email (*name and surnames, NIA, justification of change and proposal*) before the coordination of the degree to bellasartes.teruel@unizar.es.

From November 29 to 30. Definitive List of TFG Addresses. It will be published on the faculty website at section of Final Degree Project in BBAA the list.

WORK CALENDAR.

From the assignment of a director the student will be able to start the work process by consulting the initial project idea. Student design a work calendar with his/her director of the TFG will begin.

The extension in the development time will be determined by the criteria of the director of the TFG depending on the degree of achievement of objectives and learning outcomes demonstrated by the student.

The Final Degree Project ends with the deposit and defense in a public session to be agreed between the student and the teacher/s in charge of the direction of the TFG, attending the February, June and September calls.

GUIDANCE SCHEDULE OF THE DEPOSIT AND DEFENSE PROCESS.

Day 0: delivery of the TFG report to the director or directors. Delivery of the TFG report and annex in deposit.um.es

Day 1: the student registers the deposit application signed by the TFG address, attaching the email with the receipt of deposit delivery, through Official Electronic Registry of the University of Zaragoza, addressed to the CGC of BBAA.

Day 5: after 4 school days, the defense is carried out in a public act (must be published on the web)

Day 7: within 48 hours the director will notify the student of the grade. After the review period or having the resignation to review (in case of needing to accelerate the process), the director notifies the qualification of the TFG in the Secretariat through electronic communication.

Day 8: within 24 hours of knowing the qualification, the request to the Dean is registered for the evaluation of the Evaluation Panel qualify for Honor Enrollment*

Day 15: the defense is made before the Evaluation Panel*. The specific information about place, date and time will be made public by of the Center at the proposal of the Evaluation Panel. There'll be a minimum notice of 48 hours with respect to the day of the defense.

Day 16: the next day, the Tribunal Panel's qualifications are communicated.

* These times will be affected if there is a claim or request for review by the student.

CALLS FOR EVALUATION. MINUTES.

Undergraduate Dissertation may be evaluated in the minutes of February, June and September. If the defense is carried out outside of this evaluation calendar, the qualification and the call for the court to which he may choose will be the next on the calendar for proximity.

It refers to the following documents:

* Regulation of Norms of Evaluation of the Learning of the University of Zaragoza, in its Chapter II, Art. 17,

* Agreement of October 3, 2018 of the Board of the Faculty of Social and Human Sciences of the University of Zaragoza, by which the regulatory provisions that will be applicable for the preparation of the End Work are approved of Degree of the Faculty of Social and Human Sciences of the University of Zaragoza, in its Art.14.

4.5. Bibliography and recommended resources

<http://psfunizar10.unizar.es/br13/egAsignaturas.php?codigo=25119>