



Field Project – Master’s Degree Course Academic Year 2025/2026
MSc in Food Industry Management

1. Objectives and contents of the Field Project

Students perform a group task called "Field Project"; it is a project on behalf of a company / institution that needs assistance.

The client instructs the group of students by signing a Memorandum of Understanding which describes the contents and objectives of the project. For the entire duration of the activity, the groups are supervised by an academic tutor (a professor of UNISG) and a person of reference of the "client" or the Company / Institution where the Field Project takes place.

2. Responsibility and activity of the students

The students are mainly responsible for conducting the project. They must contact the tutor, the client, sign the Memorandum of Understanding and organize the meetings and presentations aimed at completing the project.

The project is normally carried out at the UNISG facilities, but at times verification and activities are also foreseen at client’s facilities together with desk research and on field empirical research. The client can request the students to make an intermediate presentation of the results. The client can ask the students and the academic tutor to sign a confidentiality agreement.

3. Costs and remuneration

UNISG and students do not receive any remuneration for these projects. The expenses incurred by the students for the fulfilment of the projects (agreed in advance with the client in writing) must be reimbursed by the client.

4. Milestones

February: kick-off meeting with the tutor and the client

March-April: workshop on work in progress

July: presentation of final work result to the clients and evaluations

5. Kick-off meeting

The groups will meet the Convenor of the Master's Degree course and the academic tutor during a kick-off meeting. If it is not possible to meet the academic tutor in the kick-off meeting, it is up to the students to contact the tutor and then the company to organize a first operational meeting as soon as possible.

The objectives of the kick-off meeting will be:

- define the organizational aspects of the project;

- finalize the Memorandum of Understanding with the client

6. Workshop(s)

At least 30 days after the kick off meeting, a first field project research workshop will be organized. This is a collective meeting with the other groups and with the academic tutors. During this meeting each group will have 30 minutes to describe at what point the work has arrived and what they must do to get to the end of the project. A second workshop could be organized one month before the end of the works.

7. Final Presentation

The presentation is normally held in the location established by the client. The tutor and all the members of the group participate in the final presentation.

8. Materials to be delivered

Intermediate presentation of the results to be shown during the workshop (preferably in Power Point) is to be delivered to the academic tutor. The following materials must be delivered to both the client and the academic tutor:

- final presentation (preferably in Power Point).
- reports or Final report (preferably in Word);
- any database and multimedia materials.

All materials must contain the UNISG logo.

Methodology and contents of the report

The final report is a report based on a scientific approach; however, it isn't an academic document for students. The final report is primarily for the client and must only meet the needs and expectations of the customer.

Length of report

The final report must not exceed 30 pages. There are no limits for the appendices and the length of the Power Point presentations (the intermediate and the final ones).

Deadline

The report must be delivered by the day the final presentation is made.

All delivered documents must contain a declaration on the use of AI.

9. Evaluation

The evaluation falls under the responsibility of the academic tutor. The academic tutor will be able to discuss with the client and the Convenor of the Master's Degree Course before expressing the evaluation.

The field project evaluation is expressed according to the 0-30 points scale, it takes into consideration the following dimensions:

- quality of the analysis: 0-14 points;
- originality of the analysis: 0-4 points;
- data quality and update level: 0-6 points;
- quality of presentation (written and oral): 0-6 points.

Note. Students responsible for "freeriding" may be penalized at the voting level and may result in the non-attribution of credits.

Deadline

The evaluation must be sent by the academic tutor to the Course Convenor within 1 week from the end date of the final presentations. Simultaneously after receiving all the evaluations of each group, the Course Convenor will proceed to the online registration of the grades and credits.