**THESIS**

FORMAL AND STRUCTURAL REQUIREMENTS

**The thesis can be:**

* experimental or epidemiological (statistical) analysis
* casuistry (clinicopathological analysis: an evaluative description of observations from one or more cases of a disease)
* literature review

**Length:**

* a minimum of 20 typed pages are mandatory, not including the cover page, abstract, table of contents, tables, acknowledgements, list of figures, list of abbreviations and bibliography. It is recommended that the thesis does not significantly exceed the length of 40 typed pages.

**Formal requirements**:

* A4 page size or 2.5 cm margins on bottom, top and right side, 3 cm margin on the left side
* 1.5 line spacing
* Font size 12pt
* Justified text layout
* Times New Roman font
* the pages of the thesis should be numbered using Arabic numerals, starting from 1 at the first page of the introduction, the page number should be at the bottom of the page, in the center

**The structure should meet the following mandatory order:**

Cover page (mandatory), non-plagiarism declaration (mandatory), table of contents (mandatory), list of abbreviations (where required), body of the thesis, acknowledgement (optional), bibliography, list of figures (mandatory), list of tables (mandatory), appendices (where required).

**Cover page**

It should contain (from top to bottom): the name of the University, the Faculty and the Department where the thesis was written, the coat of arms of the Faculty, the title of the thesis, the name of the author, the supervisor, the Head of Department, and the Dean of the Faculty, as well as the year of submission of the thesis. The coat of arms of the Faculty of Dentistry and the cover page template can be downloaded from the website of the Faculty (<http://dental.unideb.hu)>. The thesis cannot be submitted for evaluation without the signature of the supervisor.

**Non-plagiarism declaration**

After the cover page, the thesis should be accompanied by the form in which the student declares under the penalty of perjury the authenticity of the thesis. The Declaration can be downloaded from the website of the faculty (<http://dental.unideb.hu)>

**Table of contents**

The table of contents should contain all the headings and sub-headings of the body of the thesis with the corresponding page number, in the order of mention. One marking system should be used consistently throughout the thesis (e.g. decimal system). Each appendix (if there are several, they should be labeled separately e.g. Appendix 1., Appendix 2., etc.) should be included in the table of contents.

**Body of the thesis**

The text should be written in English with appropriate professionalism. Medical terminology should be used consistently and uniformly throughout the dissertation based on Orvosi Helyesírási Szótár (The Ortographical Dictionary of Medical Terms) published by Akadémiai Kiadó in 1992.

Different rules apply to the structure of the body of the thesis in the case of different types of theses:

* ***In case of experimental work and epidemiological analysis, as well as for casuistry*** the requirements for Student Scientific Society research papers are to be followed (tdk.dote.hu).
* ***For literature review theses,*** stiff rules cannot be given for thesis structuring, however, it is mandatory to include:
  + a short **INTRODUCTION**, which discusses the antecedents of the topic, and includes the identification of the topic, introduction of the importance and relevance of the topic, justification of the choice of topic.
  + the objectives of the work should be included in the Introduction in a separate paragraph!
  + in the **METHODOLOGY** section, the names of the scientific databases used to search for literary sources, the search time interval and the keywords and phrases used should be included.
  + the methodology is followed by the **discussion of the topic**:
    - a basic requirement is the logical systematization and evaluation of the literary data.
    - it is advisable to divide this chapter into subchapters, the titles of which should be included in the table of contents of course.
  + after the substantive part, the thesis should include a – maximum 2 pages long – **CONCLUSION**, in which the author summarizes the objective, main results and conclusions of the work.

In the text, all statements and authors should be cited with numbered literary sources.

Numbering should be included in the text (in square brackets, before the final full stop of the sentence), right after the reference, do not merge the different literatures at the end of the chapter.

The number of literary references should be at least 20.

Only those sources can be cited that were published in relevant professional journals (can be web-based journal or database) and were peer-reviewed, journals and internet sources with uncertain scientific knowledge and educational intentions should be avoided. Reference to secondary sources (citing the citation) is allowed only in cases where the primary source is completely unavailable, but it should be properly referenced in the bibliography.

Word by word quotations are only acceptable in quotation marks and to a small extent (up to 5 lines), for example in case of a definition. A longer quotation may affect the grade of the thesis negatively. A word by word quotation exceeding one page may result in rejection of the dissertation. Reference to textbooks is only permitted in case of basic knowledge (e.g. definitions, classifications, etc.).

The thesis should be the result of the author’s own work, containing their own thoughts and aspects, instead of merely listing the various literary statements in succession, it should follow a logical sequence and form a coherent unit.

The text of the thesis should be run through a plagiarism control program (Turnitin) the week before the submission. The match found should not exceed 20%, in case of a match of more than 20%, the thesis cannot be submitted for evaluation.

The certificate of verification should be attached to the submitted work! In the absence of such certificate, the thesis cannot be submitted.

**Bibliography**

Sources should be listed alphabetically based on the names of the first authors. The editing of the bibliography should be done according to the Vancouver system.

Sample:

Professional journals

Author(s): Title of the publication. Abbreviated name of the journal. Year; Volume: page (from-to)

Smart N, Fang ZY, Marwick TH: A practical guide to exercise training for heart patients. J Card Fail. 2003; 9: 142–148.

Note: The first letter of the first name of the author(s) will suffice, without a dot. Regarding the names of the journals, it is mandatory to use the official abbreviation. In case of more than three authors, only the first three should be listed, then et al. abbreviation can be used.

Books

Author(s): Title of the book. Name of the publisher, Place, Year; page (from-to)

Bánóczy J, Nyárasdy I: Preventív fogászat. 1. kiadás Medicina, Budapest, 1999; 121–152.

Scully C, Cawson RA: Medical problem in dentistry. 2nd ed. Wright, Bristol, 1993; 25–45.

Book chapters

Author(s): Title of the chapter. In: Name(s) of editor(s) (ed.). Title of the book. Name of publisher, place, year of publication, pages.

Gera I: A fogágybetegség. In: Bánóczy J, Nyárasdy I (szerk.): Preventív fogászat. 1. kiadás Medicina, Budapest, 1999; 121–192.

O’Mulane D: Caries decline in Europe. In: Stösser L (ed.). Kariesdynamik und Kariesrisiko. 3rd ed. Quintessenz, Berlin, 1998; 10–23.

Sources from the internet

Impressum of the website [Internet]. Date of publication. Edition. Place of publication: [Date of the update; date of download].

URL address

British Heart Foundation [Internet]. 1994-2006. London (UK): [updated July 2006.; downloaded 25 Aug 2006.].

<http://www.bhf.org.uk/>

Internet journal

Author(s): Date of publication. Title of the page [Internet]. Place of publication: publisher; [Date of the update; date of download].

URL address

Lefebvre P: 2002. Molecular and genetic maps of the nuclear genome [Internet]. Durham (NC): Duke University, Department of Biology; [updated 11 Dec 2002.; downloaded 5 Sept 2003.].

<http://www.biology.duke.edu/chlamy_genome/nuclear_maps.html>.

Internet databases

World Health Organization. 2004. Public health response to biological and chemical weapons: WHO guidance [Internet]. Genf (Switzerland): World Health Organization; [downloaded 21 May 2005.].

http://www.who.int/csr/delibepidemics/biochemguide/en/.

**List of figures and tables**

* Tables and figures should help to understand the text and therefore should be high quality, self-made contents or contents from a cited source.

* The illustration should be referenced in the main text.
* The pictures (figures) are to be continuously numbered (Figure 1., Figure 2., etc.), as well as the tables (Table 1., Table 2., etc.), in the order they are mentioned in the text.
* Every figure and table should have an informative title and a legend.
* The text required for the understanding of the figure can be included in the figure or in the main text (in case of complex figures e.g.: 1/A, B, C it is recommended to write a short explanation below the figure).
* Illustrations can be taken from internet sources that are not peer-reviewed.
* All figures and tables should be listed in the List of Figures/Tables.
* In this case, it is sufficient to indicate the URL and time of download when citing the source, if the figure comes from a peer-reviewed journal, the format of the citation is described in Bibliography subsection.