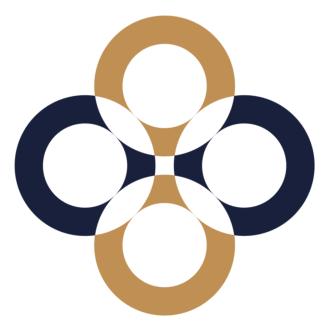


Compilation and structure of paper/thesis Style and language







Study and Examination Regulations

74. § (2)

The aim of the thesis is to demonstrate the student's knowledge and professional expertise in a topic of his/her own choice, in collecting scientific data related to the chosen topic, in systematising, analysing and **processing** them, in discussing the chosen phenomenon or problem, in developing hypotheses, in solving problems, in analysing alternative hypotheses, in reasoning and refuting counter-arguments, and in expressing his/her thoughts, views, positions and statements in a coherent, consistent manner that is sophisticated in terms of language **USE**.

Thesis



Study and Examination Regulations

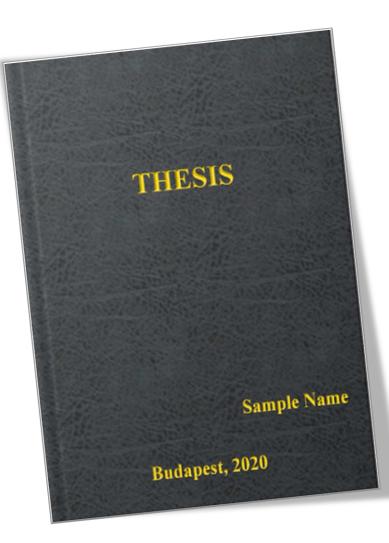
74. § (8) – (11)

Research-based thesis

Portfolio-type thesis

Entry-to-competition

Project-type thesis





The content requirements of the thesis

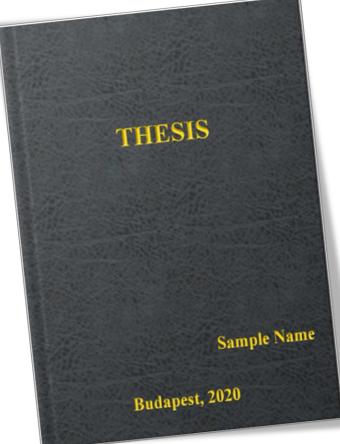
Study and Examination Regulations – annex 3

The expected length of the thesis is always meant by excluding the annexes, and is regulated by the study programme leaders individually

There always has to be a summary/conclusion Reference list / List of references

In details:

- external cover
- internal cover
- table of contents
- thesis => introduction, main text/body, summary
- list of references and illustrations
- annex (not compulsory)





The format requirements regarding the thesis

Study and Examination Regulations – annex 3

12-point font with a decorative stroke (e.g. Times New Roman)1.5 line spacingJustified paragraphs

Page numbering shall be continuous

 \times Paragraph Indents and Spacing Line and Page Breaks Genera Alignment: Outline level: Body Text Collapsed by default Indentatior Left: 0 cm Special: By: \sim 1 + 0 cm (none) Right: Mirror indents Spacing Before: Line spacing: Multiple 1,5 After 0 pt Don't add space between paragraphs of the same style

Clear indication of main and sub-chapters (highlights, alignments, structuring) 3. Evaluation of the research

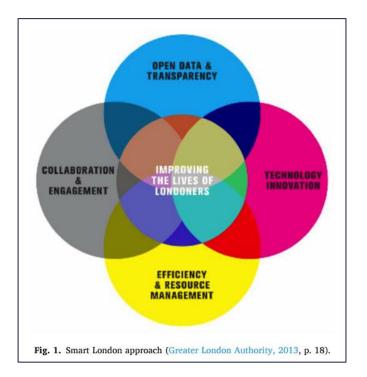
3. Evaluation of the research
3.1. Conditions of the research
3.2. Analysis of questionnaires
4. Summary
5. Reference list
6. Annexes

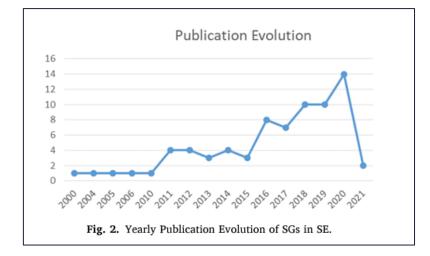


The format requirements of the thesis

Study and Examination Regulations – annex 3

The figures and tables shall be numbered

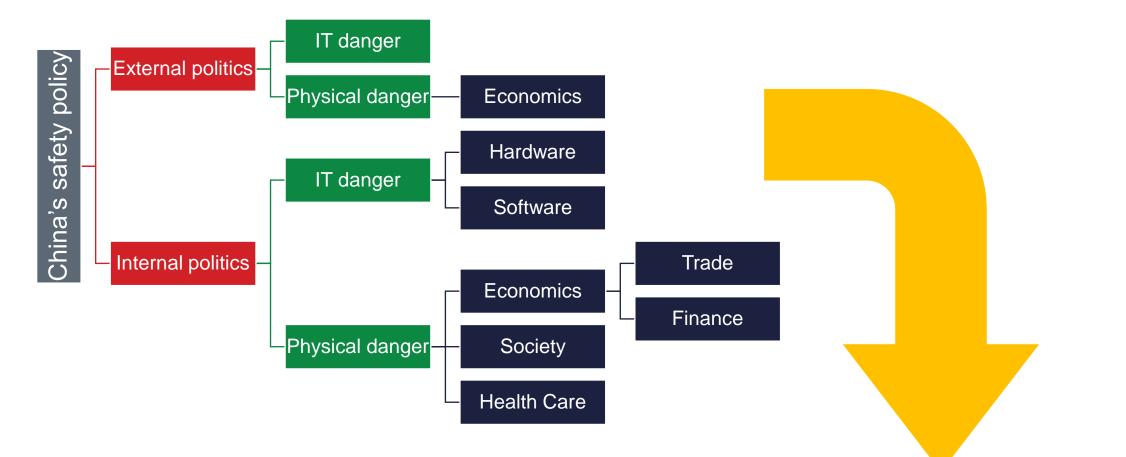




	Scopus	Science Direct	IEEE
Search Results	607	13	46
IC1	607	13	46
IC2	563	11	13
IC3	545	11	13
EC1	108	11	1
EC2	288		
EC3	285		
EC4	125		
Full Text	46		
Snowballing	74		

Topic choice





The topic of the paper is China's trade and financial safety policy that has to be narrowed in time (e.g. in the 21st century, in WWII), and the topic choice will be explained in the introduction, so is why the rest is not covered.

Provides the first version of structure Narrowed/tailored topics for literature search



Note-taking

By hand or with a software



- should become a routine
- create "easy-to-move elements"

Passive note-taking:

a simple copy of the original text – no added value

Note-taking

Active note taking :

- "note-carding" we take notes of the important content
 - one "note-card" = content of one resource
 - ACCURATE(!) bibliographic data
 - data, information or definitions that (dis)prove our hypothesis
 - our notes and thoughts
- thinking the read information in depth and critically evaluate them
- investigate the topic from more angles
 - compare more definitions/approaches
 - theoretical or practical approach
 - general or specific topic? etc.
- for which chapter(s) is the given source useful?
- it's worth copying the text, because it's easier to paraphrase the original one if it fits better into the context than re-find it.



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Structure

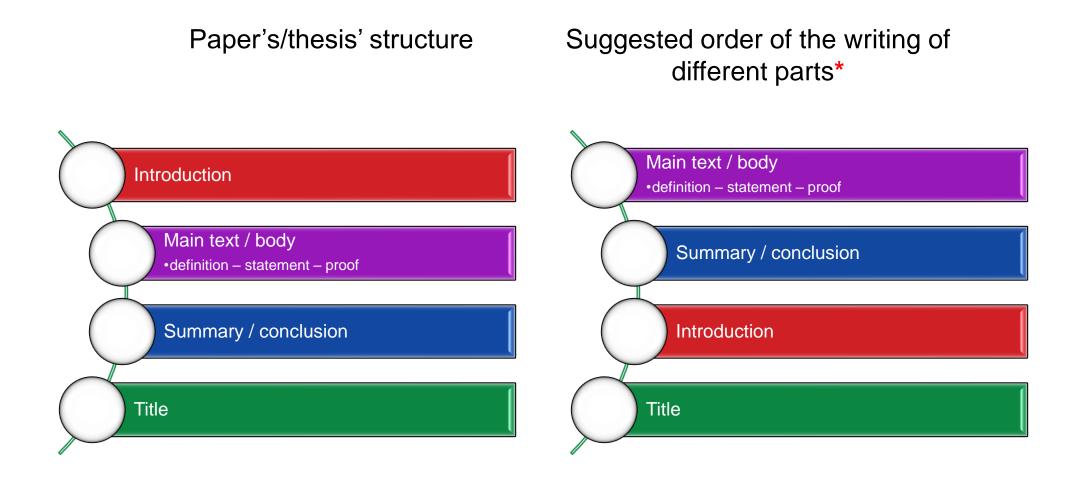
With the help of the "note-cards" create the structure of the paper => chapters and sub-chapters and their order

Length should be consistent with the content

- introduction is around 1,5-2 pages,
- summary is around 1,5-3 pages
- don't explain the less important themes in length

Structure





*Always consult with the programme leader about the requirements of sub-deadlines for submission



Introduction

Should attract audience's interest

- What the paper/thesis is (not) about => objective explanation
- Hypothesis/hypotheses
- Statement(s) and goal(s) of the paper/thesis
- Applied methods
- theoretic/historic description
- survey
- interview
- own research

Results

what we could (not) achieve of the goals

Chapter 1 INTRODUC connetra

Main text / body



Definition => what the given (sub)chapter is about
Statement => what we (don't) state about the definition
Proof => data, facts, researches, etc. that (dis)prove our statement

Literature review

- bringing readers with different knowledge level to the same level
- clarify definitions

Practice/experience

- experience gained by practice
- research results

It's worth writing the paper/thesis by chapter, but always take care of the logical and linguistical connection, coherence and continuity between the chapters



Summary



Summary of achieved results, presentation of possible novelties/novums – that (dis)prove our hypothesis/hypotheses

Possible guidance, suggestions for the further work => perspective



Title

The very last step of writing => accurate, expressive title can be created on the readymade paper, that is

reflects the paper's topic (can be specified with a subtitle)

attention-raising (but not clickbait!)



Crypto currency, blockchain technology, NFT. Regulations and taxes in Hungary, the civil law perception of bitcoin



Style, language

Professional topic for a professional audience

Terminus technicus vs. unreasonable, only seemingly scientific words

dandelion vs. Taraxacum officinale ; cleaning lady vs. senior hygiene manager

Grammar, language

- irregular verbs, plurals
- correct use of punctuation
- is/are, was/were NOT ain't
- avoid double negation
- typos (uniform vs. unicorn ; ship vs. sheep ; soup or soap? ; bald or bold?)
- correct use of sayings and proverbs (You've made your cake, now lie in it. ; You've made your bed, now eat it.)

Statements

I'll introduce/show/prove... I'd like to...

Style

- emotionless, objective => importance of debate culture
- conjunctions (furthermore, as well as, nevertheless, notwithstanding)
- synonyms
- avoid multi-compound, too complex sentences



Editing in Microsoft Word

Setting chapters and sub-chapters

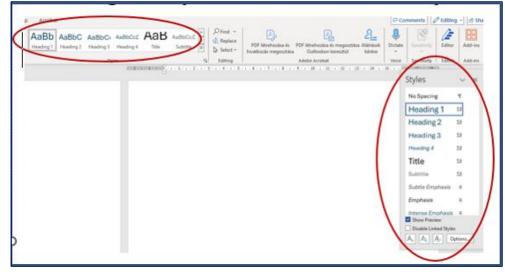


Table of contents

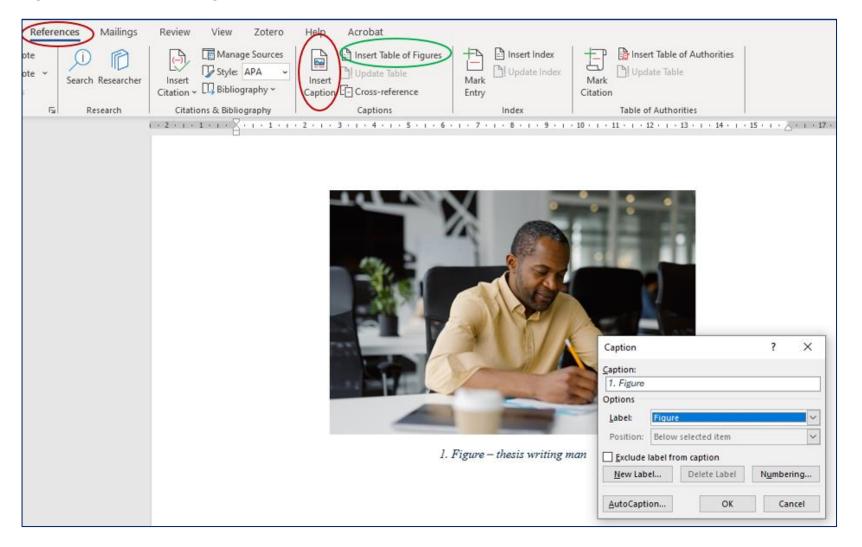
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1. Introduction			
2. Main text / body			
2.1.	Literature review		
2.2.	Description of research		
2.3.	Analysis of research results		
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4.1.	Questionnaire		
4.2.	Interview questions		
5. Reference list			
6. List of figures and tables			



Editing in Microsoft Word

Numbering and naming illustrations





Thank you for your attention!

Please, evaluate the lesson by clicking to the following photo:

EVALUATION OF A

TRAINING/CONSULTATION SESSION

For further information contact with Erzsébet Nyitrai