

SYLLABUS

Degree Thesis (Diploma Work)

English Programme

PHARMACY



**General Regulations of the
Academic and Examination Regulations of the University of Pécs**

**CHAPTER 17.
DEGREE THESIS (DIPLOMA WORK, FINAL ASSIGNMENT)**

Section 59.

(1) The writing and successful defence of the degree thesis/diploma work/final assignment (hereinafter degree thesis) shall be a condition of the award of diploma. Degree thesis shall mean an assignment complying with the requirements of the curriculum concerning its content and form, written individually at the end of the studies. In the case of higher-level vocational trainings, the provisions pertaining to the degree thesis being requisite to entry to vocational examination shall – in derogation from the Regulation – be subject to the vocational and examination requirements stipulated by the statutory instrument issued by the minister responsible for the qualification of the given programme.

(2) Credits may be assigned to writing the degree thesis in line with the degree completion and exit requirements.

(3) The student shall write a separate degree thesis in each programme.

(4) At the beginning of the semester specified in the recommended curriculum, the student shall be entitled and obliged to choose the topic of his/her degree thesis individually or from the topics published in writing by the organisational units of instruction responsible for the programme.

(5) The writing of the degree thesis shall be assisted by one or more advisors (consultants). The consultant may be a lecturer or researcher of the Faculty or an outside expert if consented to by the Dean.

(6) The topic and the consultant of the degree thesis together with the possible permission concerning confidentiality shall be approved by the person responsible for the programme or by his/her proxy.

(7) The degree thesis may be submitted in a foreign language even in trainings conducted in Hungarian language subject to the permission of the consultant.

(8) The degree thesis cannot be modified or corrected subsequent to its submission.

(9) The deadline for the submission and public defence of the degree thesis shall be determined and published by the Faculty Council in line with the provisions of Section 34 (4) each semester. Upon request – and with the payment of the fine for delay stipulated in the Fees and Grants Regulations – the deadline for the submission of the degree thesis may be extended by no more than one week by the person responsible for the programme.

(10) The degree thesis shall be assessed by two readers (opponents) designated by the person responsible for the programme. The reader (opponent) may be an outside expert holding a degree if consented to by the Dean. The consultant may also be a reader (opponent). The proposal of the readers (opponents) concerning assessment and grade shall be attached to the degree thesis.

(11) If there is a difference of more than two between the grades proposed by the two readers (opponents) of the degree thesis, or one of the readers (opponents) assesses the degree thesis with the fail grade, the person responsible for the programme may designate a third reader (opponent).

(12) If at least two of the grades proposed by readers (opponents) in the course of assessment are fails, the degree thesis shall not be entered for defence. In this case the student shall write a new degree thesis within the deadline stipulated by the person responsible for the programme.

(13) If the submitted degree thesis violates copyright, its assessment shall be fail (1), and the person responsible for the programme shall initiate a disciplinary procedure before the Dean.

Section 60.

(1) The student shall defend the degree thesis before a board. The board – in line with the provisions of the programme completion and exit requirements or the curriculum – may be the final examination board or a board called upon by the person responsible for the programme; the board shall have at least three members. The chairperson of the board shall be a university (college) professor or an associate professor or – with permission by the Dean – an assistant professor. Outside experts and the lecturer being the reader (opponent) of the degree thesis may also be members of the board.

(2) The defence of the degree thesis shall be public except for the defence of confidential degree theses.

(3) In the course of the defence, it shall be proven that the student himself/herself has written the degree thesis, he/she is competent in the topic of the degree thesis and familiar with the sources and the relevant literature. The student may be asked questions, the review shall be communicated, and then the student shall be granted the opportunity to reply to the questions and react to the review.

(4) The grade of the degree thesis shall be established under the five-grade scale by the review board taking into consideration the proposals of the readers (opponents). The chairperson of the board shall inform the student about the grade following the defence.

(5) Paper awarded the main prize or the first prize at the National Scientific Students' Associations Conference may be accepted by the person responsible for the programme without a special review with the assessment 'excellent' provided it complies with the requirements pertaining to the content and form of the degree thesis.

(6) Degree theses shall be reserved in accordance with the File Management Regulations.

(7) In the case of a confidential degree thesis, only the consultant, the readers (opponents) and the members of the board may get to know the degree thesis provided they undertake in writing to keep the secrets which has become known to them. Only the assessing board, the consultant and the student may be present at the defence of a confidential degree thesis. The storage of the classification concerning the confidentiality of the degree thesis shall be ensured by the University Archives.

Formal requirements of degree thesis:

1. The degree thesis should be written in English.
2. Spelling should follow the rules of either British or American English. The author can decide which one he/she chooses, but has to apply the rules of either British or American English consequently throughout the thesis.
3. The degree thesis should be printed on A4 size paper (29.7 cm x 21.0 cm). Only one side of each paper should be printed on.
4. Font types should be Times New Roman, font size 12 pt, spacing should be 1.5-es. The left side margin should be 3 cm (2.5 + 0.5 cm for binding), the other margins (right, top, bottom) should be 2.5 cm. All body text should be justified.
5. Pages should be numbered. Numbering should start following the inner title page. Page numbers should appear in the bottom right corner of each page.
6. The length of the degree thesis should be 30 to 50 printed A4 pages.
7. The thesis should be bound (hard cover). On the cover page (see Appendix 1) the title „DEGREE THESIS” should appear centered, and the Student’s name and the year when the thesis is submitted, should appear in the right bottom corner. The inner title page (see Appendix 2) should contain the following: the name of the institute/department where the research has been carried out (top center), full title of the degree thesis (centered), Consultant’s name, title and position (bottom left), Student’s name (right left), place of studies (city, Pécs) and the year when the thesis has been submitted (bottom center).
8. The thesis should be submitted in two printed copies to the institute/department where the work has been carried out, together with two copies of the Evaluation Sheet, which can be obtained from the Registrar’s Office. The final deadline for submitting the thesis is 1 March in each year.
9. Chapter titles and subtitles must be numbered. The main chapters of the degree thesis should be the following (note that the structure of the thesis can be modified in accordance with the topic):

Contents

1. Introduction

Raising the problem, providing the background of the chosen topic. Aim of the study, hypotheses.

2. Literature review

Scientific background – based on the results of national and international investigations

3. Materials and Methods

Sampling methods, number of samples, location and time of studies, instruments and chemicals applied, methods of investigation, methods of statistical analysis

4. Results and Discussion

Presenting new results, illustrated with figures (graphs, photos etc.) and tables. Each result should be presented only once; data shown in figures or tables should not be repeated in the text. The text should only briefly summarize what can be seen in the figures. Lowest and highest values, important differences between data sets should be highlighted. On the basis of the results, appropriate conclusions should be drawn. Your results should be contrasted to the results obtained by other researches in similar topics (were their results similar to yours or different?).

5. Summary

This section should be a 1-page summary of your thesis. It should raise the problem, state the aim of the thesis, then briefly introduce the methods applied, and summarize the results and the most important conclusions.

6. Cited References

References should be listed in alphabetical order (for details see below)

7. Appendices

Detailed methodological descriptions, research protocols, data matrices, statistical calculations etc. In the appendices the pages should not be numbered, and they are not counted in the normal length (up to 50 pages) of the thesis.

Rules for citing other people's works (words)

As a rule of the thumb, the text of the degree thesis should contain the name of each person, whose book, chapter, journal paper etc. has been cited. Citation can be a word by word citation from an author, or we can summarize the most important statements of someone else's work with our own words, but in each case a reference should be made to the original author.

This is valid particularly for the Literature Review and the Discussion section (when we contrast our results with other sources), but the person who has elaborated a certain method is also frequently cited in the Materials and Methods chapter.

When we are introducing someone else's words (not writing about our own ideas), at least one reference should be included in each cited paragraph. If the same author is cited throughout several paragraphs, he/she should be cited only once, but it is not advisable to cite too many paragraphs from a single person. If more than one paper (book chapter etc.) is cited within a single paragraph, appropriate references should be inserted after each sentence or sentence part.

Within-text References:

Most frequently we insert the surname of the author and the year when the paper or book was published. These data should appear in parentheses, typically at the end of the sentence, before the period.

- ◆ In case of a single author: e.g. (Smith 1974)
- ◆ In case of two authors: e.g. (Davis and Goodman 2009)
- ◆ In case of more than two authors: e.g.. (Evans et al. 2000)

In case you combined the ideas, statements of more than one author in a single sentence or paragraph, author names should be arranged according to publication dates (e.g. Evans et al. 2000, Davis and Goodman 2009, Wiley 2013).

If the author's name is included in the sentence, only the year of publication should appear in parentheses. E.g. "Smith (1974) concluded that ...", or "According to the observations of Davis and Goodman (2009), or "Similarly to the results of Evans et al. (2000), we found that ..."

Data, figures, tables taken over from other sources: The appropriate source should be cited (below the figures, above the tables) e.g. Figure / Data taken from the Statistical yearbook 2012.

List of Cited References:

Literature Cited should contain all sources cited in the text, in the alphabetical order of the authors' names. Authors' first names should appear only as initials. Titles such as Dr., Prof. should not be included in the reference list.

Examples:

Book: author(s)' name, year of publishing, full title, publisher, place of publishing
e.g.: Evans W.C. (2000): *Trease and Evans Pharmacognosy*. Saunders, London-New York

Book chapter: author(s)' name, year of publishing, title of book chapter, editor's name, book title, publisher, place of publishing, chapter pages
e.g. Council of Europe. *Flavouring Substances and Natural Sources of Flavourings.*, 3rd ed.; Maisonneuve: Strasbourg, France, 1981. In *Herbal Medicines*, 2nd ed.; Barnes, J., Anderson, L. A., Phillipson, D. J., Eds.; Pharmaceutical Press: London, U.K., 2002; p 408.

Journal paper: author(s)' name, year of publishing, title of the paper, title of the journal (or journal abbreviation, applied consequently throughout the list of references), volume of the journal, issue number, pages of the paper
e.g. Gosztola B, Sárosi S, Németh E. (2010) Variability of the essential oil content and composition of chamomile (*Matricaria recutita* L.) affected by weather conditions. *Natural Product Communications*, 5 (3), 465-70.

Electronic / online sources: the route to the online source, the link of the website should be provided, together with the date when the page was last downloaded
e.g. http://whqlibdoc.who.int/hq/2002/WHO_NMH_NPH_02.1.pdf (10 Sept 2013) ;
US Food and Drug Administration, <http://www.cfsan.fda.gov/lrd/fcf182.html>.

If the electronic source has an author, his/her name should also be provided.
Online sources that are lacking scientific evidence, are not appropriate for citation in a degree thesis.

Important deadlines:

Topic: 8th semester, **15 May**

Submission of thesis: 10th semester, **1 March**

Defence: 10th semester, **1 April**

Evaluation guidelines:

1. student's individual work (1-10 point)
2. elaboration of the topic (1-5 point)
3. knowledge of literature (1-5 point)
4. language, application of professional terminology (1-5 point)
5. defence of the thesis:
 - presentation (1-5 point)
 - answers to questions (1-10 point)

Additional 2 points / semester may be given if the student has carried out research work in the Student Researchers' Society, in the topic of the degree thesis. Maximum 40 points can be given, without the extra points.

<u>Points</u>	<u>Grade</u>
≤ 19	1
20-24	2
25-29	3
30-34	4
≥ 35	5

Pécs, 15 July 2013

THESIS

Student's name
Year of graduation

**University of Pécs
Medical School
Pharmacy Programme
Department of Pharmacognosy**

Title of degree thesis

DEGREE THESIS

**Consultant:
Dr. XY**

**Prepared by:
*Student's name***

Pécs, year of graduation

