

General Order for Preparing the Degree Thesis / Diploma Thesis at the University of Debrecen Faculty of Health Sciences

Degree Thesis / Diploma Thesis

Before finishing their studies students need to write a thesis which is called Degree Thesis in the specialized postgraduate training and bachelor's degree program, and Diploma Thesis in the master's Program.

The degree thesis/diploma thesis, adjusted to the qualification, is related to the professional subjects and provides proof of the student's thorough knowledge about his/her professional field. It demonstrates that during his/her studies the student has mastered the basics of library usage and literature research, can express and document his/her own independent opinion on a professional issue in an appropriate written form, and is able to successfully defend it orally in front of the evaluation committee.

The general and content specific requirements of Diploma Thesis prepared in Master's degree programs within the scope of teacher training can be found in Appendix 3 of the AER (Academic and Education Rules and Regulations of University of Debrecen). Its formal and formatting requirements correspond to the one set for specialized postgraduate trainings, and for its evaluation the same evaluation form is used.

Article 27 of the AER defines general information about Degree Thesis / Diploma Thesis, while faculty features shall be specified by the Faculties in the rules and regulations of their own on Theses. Article 18 of the AER of Faculty of Health Sciences of Annex 4 of AER defines faculty features. Subject to the contents of the above documents, the Faculty of Health Sciences defines the general rules of preparing the Degree Thesis / Diploma Thesis (hereinafter the Thesis) as follows:

I. The aim of the Thesis

The general part of the qualification requirements for the given degree program or its specialization includes the aim of preparing the Thesis. The aim of preparing the thesis is for the student to master the modern methods of using the library, national and international literature, to be able to analyse, evaluate and synthesize ideas based on the acquired knowledge, and formulate his/her independent and constructive opinion about the chosen topic. Another aim is that the student can show his/her theoretical and methodological preparedness of the subjects included either in the bachelor's or master's degree program, or in the postgraduate specialist training program.

II. Requirements

II.1. The topic of the Thesis is to cover an issue of a discipline taught in the degree program. This can be an independent research (experimental work), literature review, project work, case study, or a summary on good practices. A project work or a summary on good practices are preferred in Master degree programs.

II.2. While working on a thesis topic, the latest national and international literature on the subject should be used and at least one foreign literature review, if the topic has international literature.

II.3. The length of the thesis needs to be 50.000 - 100.000 characters without space, or 6.000 – 11.000 words that make approximately 25 - 45 pages. The length does not include the title page, table of contents, footnotes, list of references, index, Plagiarism Declaration, DEA Declaration (Electronic Archive of University of Debrecen) or other appendices.

It should be printed one-sided on A4 size paper, using the following settings:

Margins: left margin for binding is 3 cm; top, right and bottom margins are 2.5 cm.

Font: Body Text: Times New Roman.

Size: Body Text: 12 points.

Spacing: 1.5.

Paragraph: blocked, the first line with 1.25 cm indentation, automatic separation (separation zone 0.3 cm), and without space between the paragraphs.

Page numbering: Arabic numerals, on the bottom right side.

Chapters and subchapters: in bold letters, title of the chapter in 16 pt (heading 1), subchapter in 14 pt (heading 2), subpoints of subchapters 12 pt (heading 3), adjusted to the left with multilevel numbers added to headings that can generate the contents automatically.

Footnotes: italic size 8, always on the page of reference.

If the length including figures exceeds the maximum length, they should be placed as an appendix with appropriate numbering and titles, and therefore will not be counted as part of the thesis length.

II.4. General formal requirements:

Outer cover: see Appendix 2

Inner cover – English version: see Appendix 3

Plagiarism Declaration: see Appendix 4

DEA Declaration: see Appendix 5

Declaration on Identical Texts: see Appendix 6

Request for the classification of the Thesis: see Appendix 7

Evaluation Form: see Appendix 8

Answer to the evaluation of the Thesis: see Appendix 8

Further requirements on formatting the Thesis are included in Appendix 1 (Requirements about the structure of the Theses, references, figures, and tables).

A declaration from the author which attests that the Thesis is his/her own work needs to be attached to the spiral bound or hard copy printing of the thesis. The Plagiarism Declaration (Appendix 4) needs to be placed before the Table of Contents

II.5. The spiral bound printing or a hard copy needs to be submitted, and one digital copy needs to be uploaded. Students have to upload the thesis in a PDF file to DEA (Electronic Archive of the University of Debrecen) to the following address: a <http://dea.lib.unideb.hu/dea/handle/2437/85081>, moreover, they have to send it to the secretary of department that will evaluate the thesis.

II.6. On special permission from the head of department, Hungarian students can write the thesis in English.

II.7. The requirements on content, structure, list of references, the empirical methodology of the thesis, and the general criteria for evaluation should be published on the website of the Faculty

(Institute) at the same time as the list of topics for the thesis are uploaded to the website.

III. Conditions provided by the Faculty of Health Sciences University of Debrecen

III.1. In order to facilitate the student's choice of topic, the departments prepares a list of topics for the Thesis that also shows the names of the supervisors. The list of topics shall be published in the Neptun system. The list of topics shall be compiled in accordance with the objective of the degree course and practical needs. In addition to the announced topics, other topics can be selected by the students with the approval of the head of the department. Thesis topics need to be related to the subjects of major disciplines taught in the programs.

III.2. The final deadline for announcing the lists of topics is 15th March and 15th October.

III.3. The student's work on the chosen topic is assisted by a supervisor appointed by the head of the department who makes sure that faculty requirements stated in II.7. are met.

III.4. The student who is writing the Thesis can use the University libraries, their services and that of the Faculty, too. The student can use the Faculty's IT facilities on individual schedule.

III.5. The faculty does not provide special help to prepare the Thesis, or its figures and tables. The costs are borne by the student.

III.6. In a very special and acknowledged situation, the Institute may support the preparation of the Thesis from its available shared budget if the student submits a special request and proves the costs.

IV. The rules of preparing the thesis

IV.1. Any announced topic from the list can be chosen. The student is obliged to select a topic via the Neptun system not later than the beginning of the 5th semester in a seven-semester long Bachelor's degree program, not later than the beginning of the 6th semester in an eight-semester long Bachelor's degree program; not later than the beginning of the 2nd semester in a Master's degree program; and not later than the end of the 7th week of the semester in a postgraduate specialist training course.

If the student chooses a topic offered by an external examiner (not announced by the department), he/she needs to submit a request to work on this topic on the appropriate form available in the Neptun system. If approved, a copy of the Thesis Topic Form needs to be printed out of the Neptun system, which the supervisor signs, then the student submits it to the assigned department / institute.

IV. 2. Modifying or changing the already selected thesis topic is possible via the Neptun system, but it must be completed prior to the end of the 7th semester in a Bachelor's degree program, before the end of the 2nd semester' study period in a Master's degree program, and not later than the end of the 1st semester in a postgraduate specialist training course.

IV.3. While preparing the Thesis the student should be in constant contact with the supervisor. The student is required to take part in consultations with the supervisor at least three times which are confirmed by the internal supervisor signing the subject of Degree Thesis / Diploma Thesis subject, whereas the external supervisor signs the Thesis Topic Form printed out of the Neptun system. The supervisor is tutoring and evaluates the student's work (when Thesis Writing is a subject in the curriculum), and instructs him/her how to prepare the final form of the Thesis.

The supervisor runs the Thesis with a plagiarism detecting software, called Turnitin, whose result is printed in a pdf and attached to the end of both the digital copy and the printed copy of the Thesis together with the signed Declaration on Identical Texts, which can be found in Appendix 6. When detecting plagiarism, only the body of the Thesis (without the List of References and Appendices) is checked. No Thesis is allowed to submit if the plagiarism detection software shows more than 35% matching.

IV.4 Should a student include confidential information and/or data in the Thesis and its classification can be justified (hereinafter: classification), the student needs to follow the procedure of managing classified theses that can be found in Appendix 5 of the AER, and submit the forms available at Appendix 7.

IV.5. The final deadlines for submitting the Thesis is 15th November and 8th April. The Thesis needs to be submitted to the Student Administration and Student Advisory Office in accordance with Section II.5. The internal supervisor allows the student to submit the Thesis in the Neptun system, whereas when the external supervisor approves the Theses and he/she signs the Thesis Topic Form, the student submits them at the same time.

In emergency, in medical crisis or medical emergency situation, the digital version of the Thesis in pdf needs to be sent to the administrator of Student Administration and Student Advisory Office who is responsible for the given degree program together with the email from the external supervisor that approves the Thesis and allows the student to submit it.

IV.6. The deadline specified in IV.5 must be kept. Only in very special cases can the deadline be extended further 10 working days after submitting a request and paying a special procedure fee. If the student fails to meet the new deadline, he/she cannot sit for the final examination and needs to wait to take the final exam in the next examination period.

IV.7. The evaluation of the Thesis is arranged by the given institute. The faculty member evaluating the Thesis is appointed by the head of the department that announced the thesis topic. The evaluator should be an expert in the field (preferably with university or college degree or, in exceptional cases, with recognized professional competence of the given field). The evaluator prepares a one-page long written evaluation and recommends a grade from 1-5. The supervisor and the evaluator cannot be the same person.

IV.8. The evaluation shall include:

- the content elements of the Thesis like theoretical or literary foundation, used knowledge, interdisciplinary approach, elements of logic, independent thinking, rightness of the hypotheses, up-to-date data processing, etc.
- the possible practical use of the conclusions and recommendations of the Thesis and its research value;
- the formal and formatting requirements of the Thesis like structure, proportions, design, style, nomenclature, spelling, expressiveness, etc.

IV.9. The evaluation is completed on the Degree Thesis/Diploma Thesis Evaluation Form (see Appendix 8), in the case of a Thesis prepared in a postgraduate special course a Degree Thesis Evaluation Form is completed, which is formerly sent to the evaluator when the institute appoints him/her to be the evaluator. The original copy of the evaluation form is completed, signed, and returned electronically by the evaluator.

IV.10. The Thesis can go further to Thesis Defence if the evaluator marks the degree thesis 'satisfactory' at least. If the evaluator marks the Thesis as 'fail', the head of the department that announced the topic appoints two further evaluators within 3 working days. The evaluation made by these new evaluators needs to be done within 3 working days. If at least one of the new evaluators evaluates the Thesis as 'satisfactory', then the thesis can go further to thesis defence. If both of the evaluators mark the Thesis as 'fail' the student needs to rewrite the Thesis or needs to choose a new topic.

The Thesis Defence takes place in front of a committee of minimum 3 members, or in degree programs where the Thesis defence is part of the final exam, in front of the final examination committee. Its members can be: the head of the department or the deputy head of the department, the supervisor, lecturers of the subject, lecturers of the institute or department, the head of the degree program or the deputy, or an invited lecturer of the University of Debrecen, an honorary professor, or a professor emeritus, or an associate professor emeritus of the University of Debrecen, or others defined as member of the final examination committee in the AER UD.

The Thesis Defence is open, the institute shall make the date and venue of it public and inform the lecturers of department, the lecturers in the degree program, the supervisor and the student. On the basis of the written evaluation the Thesis Defence is evaluated in a 1-5 grading system. A brief minutes (report) on the Thesis Defence shall be written and signed by the members of the committee. The Thesis Defence can be arranged via a video conference.

The chairman of the committee shall prepare an electronic minute (report) and send it to the Student Administration and Student Advisory Office.

IV.11. Following the Thesis Defence, the institute sends the Evaluation Form and the minute to the Student Administration and Student Advisory Office.

IV.12. The institute arranging the final examinations ensures that the members of the final examination committee receive the Theses and related documents at the final exam. Members of the final examination committee may ask questions about the Thesis in the final exam, however, if the Thesis Defence is not part of the final exam, the answers given by the student will not affect the grade of the Thesis.

IV.13. The library is required to make a list of the completed and defended Theses, which contains the name of the author, the title of the Thesis, the name of the department where the Thesis was prepared, and the name of the supervisor, and make them available on the Faculty's website by 31st August of the given year.

IV.14. A Thesis can also be prepared within the framework of the Scientific Students' Association (SSA) work, then following the student's request, this work can qualify and be accepted as a Thesis.

IV.15. The process of accepting the work prepared with the Scientific Students' Association as a Thesis is defined in the Regulations of the Scientific Students' Association of the Faculty of Health Sciences.

Appendix 1

The recommended structure of the Thesis and the requirements for preparing references, figures and tables

1. **Title:** It should be brief, clear to understand and should express the content.
2. **Table of Contents:** List of chapters and subchapters with page numbers.
3. **Abstract.** A brief summary of the Thesis content in a form that gives the reader, who is not familiar with the Thesis, an idea of the problem statement, the methods used, the results obtained and the conclusions that can be drawn from them.
The structure of the abstract follows the structure of the Thesis and should, therefore, consist of the following paragraphs:
 - *Introduction*
 - *Aims*
 - *Methods*
 - *Results*
 - *Conclusions*Its length: *maximum 1 page (max. 400 words)*
4. **Introduction:** Introducing the theoretical and practical significance of the topic, explaining the choice of topic, research by the student and the objectives of the Thesis.
5. **Review of the literature:** To present the literature background in sufficient depth and scope to enable the reader (evaluator) to assess the appropriateness of the choice of topic, to become familiar with the main findings (possibly contradictory data) published on the topic, and to gauge the student's literary knowledge. Here, students can describe comparative data on the results obtained with different treatment methods, or present a new therapeutic method, etc. Detailed citation of textbook data, descriptions of compulsory course material are not acceptable as literature background, and compulsory textbooks can only be included as references in very limited cases. Students are expected to read original publications, both in Hungarian and in foreign languages. References should be included both in the text and in the List of References.
Recommended length of the chapter: 5-10 pages.
6. **The objectives of the work:**
Here the student gives reasons for choosing the topic, introduces the hypotheses, and introduces the objectives.
Length: maximum 1 page.
7. **Research methods / Material and methods:** If the Thesis is based on independent, empirical data collection and research, the selected methods and the circumstances of the research are presented and justified in this chapter. The methods used needs to be presented in a depth that it could be understood and reproduced. In the case of a generally known method linked to a specific name, the first description of the method must be cited as a literary reference. The chapter can be divided as follows:
 - IV.1. Introducing the target group
 - IV.2. Research methods used, like tests, questionnaires.
 - IV.3. Interventions or methods used (if there was any interventions)
 - IV.4. Statistical methods of data processingDuring statistical analysis, it is worth choosing the statistical method that evaluates the data most relevantly, in the case of quantitative variables, it is necessary to test whether the measured

values have a normal or non-normal distribution (Kolmogorov-Smirnov test, if $n \geq 50$; Shapiro-Wilk test, if $n \leq 50$). In the case of a normal distribution, with mean and standard deviation values, one-sample or two-sample t-test, z-test or f-test etc. can be done. In the case of non-normal distribution, with median and interquartile range values, Wilcoxon's rank test, Mann-Whitney test, etc. can be done. In addition to all these, Chi-square test for analysis between categories, ANOVA, regression, or correlation analysis can also be performed.

If problems or unexpected obstacles have emerged during the implementation of the research, they should also be included here.

8. **Results.** This chapter contains the analyses and detailed results of the research. It is important for a student to record the results accurately in a manageable way. They should be summarized in tables and illustrated in figures and diagrams.

This chapter provides the body of the Thesis. The results achieved by the student using the applied method(s) are described here. The documentation of the results should be incorporated into the text and presented as an organic unit. The chapter can contain both qualitative and quantitative data, with the description of the initial state and the state experienced at the end of the study highlighting the changes. When data are suitable for statistical processing, their statistical analysis needs to be done. The results can be presented by using figures, tables, diagrams (e.g., individual data on a diagram, average data on a diagram with standard deviation or significant change, or histograms). Photos can only be accepted if they show some characteristic condition, the description is supplemented with the student's experience, otherwise it is recommended to place them in the appendices. When portraying people, students need to pay attention to privacy rights.

Recommended length of the chapter is 8-10 pages.

9. **Discussion.** This chapter describes the key results, the most important conclusions drawn from the results, (with no intention to repeat the content of the 'Results' chapter), furthermore here makes the student recommendations for practical applications and further development of the results. In addition to the explanation of the results, a comparison with other previous research results needs to be made, and then conclusions can be drawn, and recommendations can be formulated. Here, the students take a stand to confirm or reject the articulated hypothesis / hypotheses.

The recommended length of the chapter is 4-5 pages.

10. Acknowledgement.

11. **List of references.** The List of references (Bibliography) contains all the literature, rules and regulations, and documents used to write the Thesis with detailed bibliographic data. The use of at least 20-25 literary sources is expected, but their number preferably should not be less than 20 or more than 50, and it is desirable to include publications in foreign languages. Proficiency in international literature is emphasized when evaluating the Thesis. Unless the Thesis has historical relevance, the most recent literature data needs to be displayed.

One of the internationally accepted (Vancouver or Harvard) citation rule systems must be used to display the literary references in the text and to compile the List of references. In the case of Internet links, the link must contain the exact address of the website and the date of download. If the parts of texts that were transferred to the Thesis without changes (excluding the List of reference) exceeds 30% of the entire text, the Thesis cannot be accepted. The List of references cannot contain references that are not included in the Thesis.

12. **Appendices.** Additional documents that do not organically belong to the body of the Thesis but contain additional information for the reader who intends to immerse deeper into the topic (e.g., individual measurement data, detailed questionnaires, photographs illustrating the results in detail, test sheets, presentation materials, etc.) are included as appendices. Here is a sample of

the Participants' Declaration of Consent regarding participation in the study and the use of their data for scientific purposes in accordance with data protection rules. The appendices are not included in the length of the Thesis. Larger figures, tables, photos, documents, etc., whose placement in the text would cause problems, are also placed here.

Depending on the topic, the student may use other structures with the permission of the supervisor. It is important to note that the titles of the chapters shown above are not compulsory. Chapters are numbered but it is not compulsory:

- Chapters are marked with numbers with a full stop after them (1., 2., 3., etc.).
- Subchapters are marked with two or three more numbers with a full stop after each number (1.1., 1.2., or 1.1.1., 1.1.2., etc.).

The titles of chapters and subchapters beginning after the numbers start with a capital letter but there is no full stop at the end of them.

2. RECOMMENDED STRUCTURE AND REQUIREMENTS OF THE CASE STUDY

The most important goal of the Case Study is that after reading it, the unique characteristics of the research conducted with a specific person become understandable.

1. **Title.** It is short, understandable and expresses the content well.
2. **Table of contents.** List of chapters and subchapters with page numbers.
3. **Abstract.** See the requirements of an experimental Thesis. *Recommended length is 1 page.*
4. **Introduction.** The Introduction includes the (public) health or social science significance of the problem and the reasons for research, which should be informative about the topic of the thesis. The overview of the literary antecedents of the topic should highlight the essential professional aspects that show the most important connections with the hypothesis of the Thesis. The hypotheses contain the main questions of the research, as well as the expected results (referring to previous literature data and own ideas).

The Introduction contains the following:

- presentation of the theoretical and practical significance of the topic,
- the reasons for choosing topic,
- justification of own investigations and objectives.

It is advisable to start the description by presenting the case, primarily from the perspective of the student's professional work, with whom (e.g.: K.Z. 55-year-old male patient), where and under what conditions the research took place, how the student came into contact with the case, what opportunities the student had, and what types of problems occurred often. The processing, analysis and evaluation of the literature closely related to the topic also belong to this chapter. The student examines the case in as much detail as possible and from as many aspects as possible, supporting it with other relevant research based on evidence related to the case, and includes a comparison of these with national and international literature (at least 5-10 national and international pieces of literature). *Recommended length: 5-10 pages.*

5. **Research methods/Material and method.** If the Thesis is an independent research and based on empirical data collection about the case, the reason for selecting the methods and the circumstances of the research is presented here. Methods used during the follow-up are expected to show in the depth so that they could be understood and reproduced. If problems or unexpected obstacles arose in the conduct of the independent research, they must also be described in here.

The chapter can be divided as follows:

- Presentation of the case (target person, anamnestic data).
- Applied methods: e.g.: physiotherapy methods.

Recommended length: 5-6 pages.

6. **Results / Results and Discussion.** The chapter contains the detailed results of the tests and analyses using the appropriate statistical methods. It is important for the students to record the obtained results accurately and in a manageable way. The results can be presented using figures, tables, or diagrams. Photos can only be accepted if they show some characteristic conditions, or complete the description with something significant to say. When portraying people, students need to pay attention to privacy rights. The documentation of the results should be incorporated into the text and presented as an organic unit. The 'Results' and 'Discussion' chapters can be combined. In this case, the results must be explained and, if possible, compared with other test results.

Recommended length: 8-10 pages.

Conclusions and recommendations/Discussion. This chapter includes the most important results and findings of the student's own case study research, the most important conclusions drawn from the results, and the recommendations for their practical application and further development. At this point, it is necessary to take a position on whether the student's hypotheses are confirmed or, on the contrary, are rejected. If the title of the chapter is Discussion, the conclusions must be drawn after the results have been explained and, if possible, compared with other test results, then the recommendations can be formulated and supported using at least 3-5 national and international literature sources.

Recommended length: 4-5 pages.

7. **List of references (Bibliography).** The List of reference contains all the literature, rules and regulations, and documents used while writing the Thesis with detailed bibliographic data. The List of references cannot contain references that are not included in the Thesis.

8. **Appendices.** Larger figures, tables, photos, documents, etc., whose placement in the text would cause problems, are placed here.

3. REVIEW OF THE LITERATURE

I. Requirements on the content

A review of the literature can be prepared as an independent Thesis. In this case, the student collects and processes the relevant literature related to the topic of his/her choice while applying a scientific critical approach.

In the case of a review thesis, the task is not only to prepare a descriptive collection of the related literature, or "scissoring" various publications, but also the collection, interpretation, critical analysis, and synthesis of relevant literature data on a precisely defined topic. The key element of writing a review of the literature is the collection of relevant literature, in which the student collects scientific evidence related to the topic using various scientifically authentic databases. By doing so, the student also explores the literature and methodological connections related to the topic.

When writing the Thesis, the student gives a detailed description of the various conflicting or mutually reinforcing opinions and viewpoints that appear on a given topic, furthermore, analyses and shows the relationships between the various results. The student is ready to prove that based on a critical analysis of the literature, and as a result of the synthesized knowledge processing, he/she is able to articulate an independent opinion on the given topic.

The student must acquire an excellent understanding of the most important national and international literature of the chosen topic. The student needs to find the literature related to the topic and present the trends that can be read from the literature. The student needs to be able to analyse and summarize the most important results related to the topic, and to show his/her ability of selecting, organizing and

synthesizing.

II. Formal and formatting Requirements

The formal and formatting requirements and the expectation on the List of references are the same as that of the experimental work, see . (The exact name of the document needs to be included.)

III. Requirements on the content and structure

There are no rigid rules for the content structure of the text, but it must be clearly structured according to the main line of thinking. It is advisable to follow the guidelines for the structure of the experimental thesis: (abstract, introduction, objective of the work, methodological description, results, discussion, summary, list of references), which is advisable to be presented in the following structure:

1. Abstract

See the requirements on the Abstract of experimental Thesis. *Recommended length is 1 page.*

2. Introduction

The aim of this chapter is to stimulate the reader's interest. This chapter includes the significance of the chosen topic, possible hypotheses, and it gives a comprehensive view of the chosen topic. *Recommended length is 8-12 pages.*

3. The body of the Thesis

This chapter contains the objectives, scientific methods, and the literature of the examined topic, an analytical interpretation, scientifically based opinion, and the problem setting.

3.1 The objectives of the Thesis

This chapter gives reasons for choosing the topic, introduces the hypotheses and objectives. *Recommended length is one page.*

3.2 Description of the methodology

The process of literature collection needs to be described, i.e., in which database or databases, with which keywords the search was performed, how many articles matching the search criteria were found and based on which criteria were narrowed down. Synthesised process and analysis (not just references) of at least 10 relevant scientific publications is expected. It is recommended to use the PRISMA method during processing. *Recommended length is 1-2 pages.*

3.3 Description of the literature

The central part of the Thesis, in which the author presents and critically analyses relevant publications and researches related to the chosen topic; presents and interprets different opinions, contradictions and gaps that may appear in the literature. It must be underlined again that the expectation is not a simple description of the collected literature, but an analytical comparison and interpretation of them, as well as the raising of related scientific ideas and questions.

In this chapter, it is recommended to use figures and tables to present the original results of the different researches, and if the methodology of the different researches allows this, i.e. the researches are comparable, then it is worth summarizing the most important data in the form of a figure or table. The analysis and interpretation of the statistical data of the processed publication is an expectation.

Recommended length is 8-10 pages.

4. Closing / Summary

This chapter contains the summary of the main points of the Thesis, the summary of the most important experiences and results reached during the critical analysis of the literature, the analysis of possible contradictory results, the search for the causes of contradictions, and recommendations for problem-solving possibilities. The student may sketch the direction of a future research in order to answer the new questions raised during the research.

Recommended length is 4-5 pages.

5. List of references

This should contain the list of at least 25 publication sources with as many publications in foreign languages as possible.

Ways of literature references

Either Harvard style citation or Vancouver style citation can be used for the reference list, but the two styles cannot be mixed.

I. Harvard style citation

1. When an in-text paraphrase or quote is used, it should be placed at the end of the thought with the author's surname in capital letters followed by the year of publication, e.g. (FERGE, 2002). For two authors, both surnames should be written, e.g. (FERGE and GAZSÓ 1998). For three or more authors, the exact name of the first author should be given followed by 'et al' indicating that more than three authors as shown: (Ferge et al, 2002). In each case, the full stop is not at the end of the sentence containing the reference but after the reference in round brackets.
2. In the case of a word for word quote, the quoted text should be written between quotation marks and the page number must also be added after the year with a colon, e.g. (FERGE, 2002:25).
3. In the case of referring to similar facts from different publications, authors followed by the year are separated by semicolons in the brackets, e.g.: (FERGE, 2002; GAZSÓ, 2003).
4. In the case of referring to publications from the same year by the same author, the author's name is followed by the year which is followed by 'a', the next one is followed by 'b', and so on.

In a text it looks like this:

- Data in the literature (CROW, 2011) shows that ...
- As Crow has established (2001, p.25) ...
- Several experts have found (SMITH, 2005; CROW, 2011) that ...

List of references

The reference list should be accurate and complete and meet the Hungarian and internationally accepted citation styles. The names of the authors should be listed in alphabetical order without numbering. The list cannot contain any literature that the student has not used or referred to in the text. Scientific and other titles of the authors (Dr. Prof. Habil., etc.) are not to be included.

If there is no exact author of a work or publication and only the name of the institution is available, it should be listed accordingly, e.g. Central Statistical Office, then listed under the letter C.

This is the same for legal regulations as well, where the initial letter of the regulation indicates where to place it in the list.

When compiling the literature, it is essential for titles and bibliographic items to contain accurate and verifiable data that allow retrieval in the following ways:

1. **For Books:** The surname(s) of the author(s), the first letter of the first name, the year of publication in brackets, colon, the title of the book, full stop, the name of the publisher, comma and the place of publication. The NAME of the authors with capital letters, and the *title* in italics.

e.g.

CROW, B.B. (2011): *Title*. Publisher

ANDORKA R. (1997): *Bevezetés a szociológiába*. Osiris Kiadó, Budapest.

2. **For a chapter of a book:** The surname(s) of the author(s) in block capitals, the first letter of the first name, full stop, the date of the year of the publication in the brackets, colon, the title of the chapter, full stop, In: the editor's name in block capitals, word 'editor' in round brackets, colon, the title of the volume, colon, publisher, comma, place of publication, full stop, pp. and page numbers, full stop.

e.g.:

SCHMERTZ I. (2001): Statisztikai eljárások alkalmazása a társadalomtudományi kutatásokban. In: FÓNAI M., KERÜLŐ J., TAKÁCS P. (szerk.): Bevezetés az alkalmazott kutatómódszertanba. Pro Educatione Alapítvány, Nyíregyháza. pp.151-187.

3. For a **publication** in a journal, the surname(s) of the author(s) in capital letters, the first letter of the first name, full stop, the date of the year of the publication in brackets, colon, the title of the article, full stop, the title of the journal, comma, volume number in bold, comma, page number, full stop. The title is not in italics, but the name of the journal is in italics. The volume number is in bold.

E.g.:

CROW, B.B. 2011. Title. *Journal*, **1**, pp.25-30.

SMITH, A.B. 2005. Title. *Journal*, **4**, pp.25-30.

LAKI L. (2006): A generációs reprodukció néhány jellegzetessége a lemaradó térségekben. *Esély*, **2**, 4-29.

In the case of two authors, both of their names are given, in the case of more than two authors, the name of the first author is given followed by et al.

When reference is made to several articles published by an author or authors in the same year, the corresponding alphabet letters are written after the year of publication.

In the case of a publication published in other periodicals, the above procedure must be followed; that are the rules for periodicals or for book chapters.

For internet sources the exact address starting with www should be given. In-text reference is used as follows: (http 1) or (www 1). Web links must be distinguished from other references.

Formatting examples of internet literature:

http://

1. eletetazeveknek.lapunk.hu/ (a quotation from Élet az Éveknek organization's journal) (Visited on 12th 05, 2011)

2. gtkk.de-efk.hu (the website of Scientific and Coordination Centre for Gerontology) (Visited on 12th 5, 2011)

www.

1. mypin.hu/hga/interjigeriatriadrivanl.php (Iván L.: Ma te, holnap én... őszintén az öregedésről)-(Visited on 12th 5, 2011)

2. oregedes.hu (the website of the Society of Preventive Gerontology and Geriatrics)-(Visited on 12th 5, 2011)

II. Vancouver

In-text reference is placed in brackets at the end of the sentence or paragraph. For example, the health

of the population in Hungary is very unfavourable (1). If the author refers to more than one source of literature, they must be separated by a comma e.g. (1, 2, 3). The full stop at the end of the sentence is put after the reference. One literature reference receives only one serial number, therefore if it is referenced later, the same ordinal number is used.

In the **List of references**, the references are numbered and appear in the same order as they were used in the text (and not in alphabetic order of the first authors). Unlike the Harvard style citation, the web pages should not appear separately, but according to their numbers. In addition, only the initials of the authors' names are written in capital letters.

e.g.

Smith (10) has established that The number remains the same in a reference coming later.

Several authors (2,10,20) have found that ... There is no space between the numbers.

The in-text reference number should be placed where it seems to be logical, e.g. They have found that physical activity increases blood pressure (2,10,20). Smith (10) has established that ...

Formatting: empty spaces and punctuation are important.

1. In the case of a book

Author(s). Title. In: Editor(s) eds. Title of the book. Place of publishing (town, country): Publisher, date:pages

e.g.

Biddle SJ. Emotion, mood, and physical activity. In: Biddle SJ, Fox KR, Boutcher SH, eds. Physical activity and psychological well-being. London, United Kingdom: Routledge, 2000:63–87.

2. In the case of a journal

Author(s). Title. Volume; issue (booklet): pages

The title of the Journal should be as used as in Medline.

Warburton DE, Gledhill N, Quinney A. The effects of changes in musculoskeletal fitness on health. Can J Appl Physiol 2001;26:161–216.

In Pubmed citation the NLM (National Library of Medicine) format needs to be followed.

https://guides.lib.monash.edu/ld.php?content_id=48260115

The Institute of Social Sciences prefers Thesis to be prepared with reference type I, the Institute of Health Sciences accepts both type I. and type II references. The number of literature references should not be less than 15 and more than 50.

If the Thesis does not meet the above requirements issued, for example: there are no references in the text, there are citations in the thesis but no references can be found for them, or the reference list is largely incomplete, the thesis will be evaluated as 'failed'. In this case, the institute returns the Thesis to the student who has to submit a corrected version of it before the beginning of the next final exam period.

Tables and figures

1. Tables and figures should be numbered and titled, regardless of which part of the Thesis they are in.
2. Tables and figures are numbered and titled separately. The title of tables is above the tables, the

title of figures is under the figures.

- Tables and figures in the text should be referred to with the appropriate ordinal number. For tables and figures taken from other literature or databases, the exact source should be given in brackets at the end of the title of the tables or figures.
- The text of the tables and figures should be well-chosen and informative that make sense without reading the Thesis. At the end of the text of tables and figures, the size of the sample, the significance level of p-value, and the type of data are also shown, e.g. (n=15); to show statistical results *p<0,05 and/or **p<0,01 and/or ***p<0,001 is used and depending on the given results (the sign of * , or ** , or *** must appear in the diagrams or tables; in the case of average and deviation (x ± SD), in the case of median and interquartile range: median(IQR) is used.)
An example:

Table 1 The impact of physiotherapy on circulation parameters

	Pulse (1/minute)	Systolic pressure (mm Hg)	Asystole (mm Hg)	Mid-arterial pressure (mm Hg)
Isotonic exercises	95 ± 2.5	140 ± 5.6	75 ± 4.3	97 ± 3.9
Isometric exercises	75 ± 3.0**	135 ± 4.2	80 ± 4.1	98 ± 3.5

The table shows the average values and deviations of parameters “x, y, z” (x ±SD), n=15, ** p<0.01

Another example:

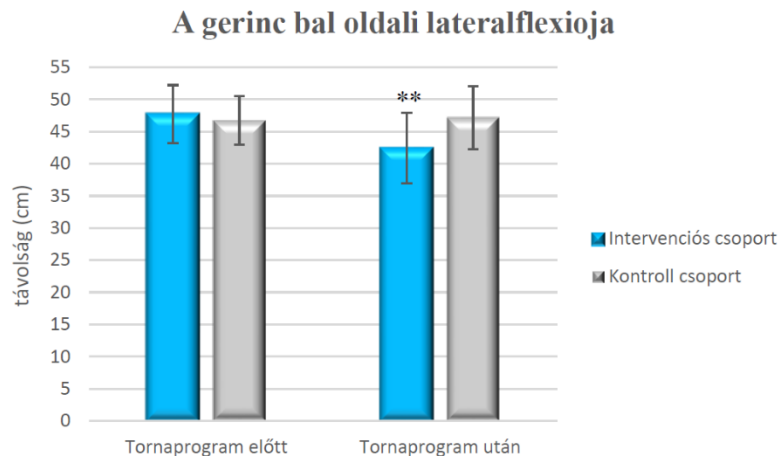


Figure 1 Changes in the range of motion for lateral flexion on the left and right sides of the spine. The bars show average values in cm, the vertical lines show the standard deviation (x±SD), **p<0.01, n=9 (in both groups).

- Style, spelling, grammar, and wording

The student is expected to use the language of science and express his/her thoughts in a clean, logical and understandable way while following the rules of the English language. Terminus technicus should be written in Latin (e.g.) sclerosis multiplex), but other words of Latin origin used in everyday language should be written in English (e.g. therapy).

**DEGREE THESIS or
DIPLOMA THESIS**

Name:

Date of preparation:

**University of Debrecen
Faculty of Health Sciences
Department of**



Name

name of degree program and specialisation

The title of the Thesis

Supervisor:

Name

title, place of work

Year of preparation

PLAGIARISM DECLARATION

I, the undersigned
(Neptun code:) by signing this declaration declare that this Thesis entitled
..... is my own and independent work, and both the printed and electronic literature was used in line with the copyright regulations, the Code of Ethics of University of Debrecen, and Academic and Education Rules and Regulations. During my work I only used resources which I have referred to in the List of Reference, or I have indicated next to the referred text or table.

I acknowledge that it is considered plagiarism when

- providing a verbatim quote without quotation marks and references;
- citing content without indicating a reference;
- presenting the published thoughts of others as my own.

I declare that I have become familiar with the concept of plagiarism and I acknowledge that if the submitted Thesis violates copyright, then according to Article 27 (9) of the Academic and Examination Regulations, the Thesis will automatically be graded as ‘failed’, and I will be obliged to complete the Thesis again, furthermore disciplinary proceedings may be initiated against me.

I also declare that the requirements of working individually have been met while preparing the Thesis, and I have not misled in this regard the supervisor or the lecturer who assigned me the topic, furthermore, neither the Thesis nor any part of it was submitted as a degree thesis/diploma thesis at another higher education institution.

Date:.....

.....
student’s signature

**UNIVERSITY OF DEBRECEN ELECTRONIC ARCHIVE -
PLACEMENT DECLARATION OF
DEGREE /DIPLOMA THESES OF STUDENTS**

With your present signature (as the author i.e., the owner of copyrights)

1. you grant the Electronic Archive of the University of Debrecen (DEA) the non-exclusive right to distribute, convert (without changing the content, in order to ensure preservation and accessibility) and/or publicly display the document you upload (including the abstract) in electronic formats ;
2. you agree that DEA will store more than one copy of your uploaded Degree / Diploma Thesis (hereinafter: Thesis) for security, recovery and preservation purposes;
3. you declare that the document you want to upload is your intellectual creation and that you have the right to ensure the rights contained in this agreement regarding the Thesis. Aware of your criminal liability, you further declare that the Thesis is original and, to the best of your knowledge, does not infringe anyone else's copyright;
4. if the upload is based on a thesis sponsored by a company or organization, you declare that you have the right to make this declaration;
5. you declare that you have uploaded an electronic version to the DEA which is identical to the printed Thesis submitted to the Student Administration and Student Advisory Office, which you recognize as the official original version;
6. you accept that the works stored in the DEA become accessible on the world wide web under the conditions determined by the Faculty of Health Sciences;
7. you acknowledge that the operators of the DEA do not undertake any obligations towards the placer i.e. the persons exercising the rights, if the placed material violates the provisions relating to intellectual property or other provisions.

Name:

Degree program:

Institute:

Date:

.....
Signature of the student

DECLARATION ON IDENTICAL TEXTS

I, the undersigned, student at the University of Debrecen Faculty of Health Sciences, degree program and specialization aware of my criminal liability, I declare and certify that the printed and electronic versions of my Thesis are identical to the version that was run by the plagiarism detecting software called Turnitin.

Date:

.....

Signature of the student

REQUEST FOR THE CLASSIFICATION OF THE THESIS – page 1
(to protect the business or other interests of third parties)

Name of the student:

Neptun code:

Faculty:

Degree program:

Specialization:

Title of the Degree / Diploma Thesis:

Name of the supervisor at the university:

Name and address of the organisation involved in the Thesis:.....

.....

Name of the contact person at the organisation (external supervisor):

1. I, the undersigned student, hereby request to classify my above-mentioned thesis as confidential considering that the disclosure of the information could cause damage to the business or other significant interests of the above-mentioned organization.
2. I request the confidential classification of the Thesis for the following period: year.
3. I would like to extend the confidential classification to the Thesis Defence and conduct it in a closed circle: YES / NO
4. Detailed reasons for confidential classification, with particular regard to why it was inevitable to include confidential information in the Thesis:

5. I have read Appendix 5 of Academic and Examination Rules and Regulations of the University of Debrecen about the Procedure of Managing Classified Theses, and I acknowledge its content.

Date:.....

.....
signature of the student

REQUEST FOR THE CLASSIFICATION OF THE THESIS – page 2
(to protect the business or other interests of third parties)

6. I, the undersigned university lecturer (internal supervisor) / contact person at the organization involved (external supervisor), as the secret-keeper declare that the above mentioned student is allowed to use the confidential information in her/his Thesis.
7. I, the undersigned university lecturer (internal supervisor) / contact person at the organization involved (external supervisor), as the secret-keeper declare that the Thesis of the student can only be uploaded to the Digital Electronic Archive of the University of Debrecen (DEA) in an electronic form by setting viewing rights and deadlines that correspond to the present request.

Please underline the one that is relevant: Can be uploaded in electronic form.

Cannot be uploaded in electronic form.

8. I, the undersigned contact person at the organisation involved, (external supervisor), as the secret-keeper declare that regarding the classified Thesis of the student the following data can be published and uploaded to the DEA:
- a) The title, the author, and the supervisor of the Thesis.
 - b) The fact of classification and the date when classification ends.
9. I have read Appendix 5 of Academic and Examination Rules and Regulations of University of Debrecen about the Procedure of Managing Classified Theses, and I acknowledge its content.

Date:.....

.....
signature of the contact person at the organization / external supervisor

.....
signature of the internal supervisor

EVALUATION FORM OF THE DEGREE / DIPLOMA THESIS 2023

Name of the student:
Title of the Thesis:
Name of the evaluator (opponent):
Registration number:
Identification number:

Evaluation	
The choice of topic	Points (0-5)
The choice of topic fully meets the requirements of the Thesis as it is related to professional knowledge, can be conducted independently, is suitable for the student to prove his/her theoretical and practical skills, as well as his/her ability to use the literature (4-5 points)	
The choice of topic partially meets the requirements of the Thesis (e.g. it is barely related to professional knowledge, its novelty is debatable, independent work is partially or not at all visible, etc.) (1-3 points)	
The choice of topic does not meet the requirements of the degree/diploma thesis. (0 points)	
<i>Suggested points:</i>	
Methods and Results	Points (0-60)
The documentation of the methods and results fully meets the requirements, the Thesis is nicely edited , aesthetic, and is in line with its content. The analysis and interpretation of the results is excellent , the student is able to form an independent opinion on the topic of the Thesis. The content requirements for the Thesis such as the choice of methods, observations, measurements, implementation of physiotherapy procedures, or drawing of conclusions) were absolutely fulfilled. (56-60 points)	
The documentation of the methods and results meets the requirements, the documentation is well edited , aesthetic, and is in line with its content. The analysis and interpretation of the results are appropriate , the student is able to form an independent opinion on the topic of the Thesis. The content requirements for the Thesis such as the choice of methods, observations, measurements, implementation of physiotherapy procedures, or drawing of conclusion were fulfilled. (41-55 points)	
The documentation of the methods and results basically meets the requirements, but there are minor deficiencies . The analysis and interpretation of the results is adequate , but the student is less able to form an independent opinion on the topic of the thesis. The content requirements and formal requirements for the Thesis were fulfilled with minor deficiencies. (31-40 points)	
The documentation of the methods and results or the analysis and interpretation of the results only partially meet the requirements and there are many deficiencies . The Thesis only partially fulfils the content requirements. (16-30 points)	

	The documentation of the methods and results shows significant deficiencies , but there are elements that can be evaluated. The analysis and interpretation of the results is still acceptable , but the student did not form an independent opinion on the topic of the Thesis or compare his/her own results with other research results. The content requirements for the thesis/diploma thesis were met with major deficiencies , but there are elements that can be evaluated. (1-15)	
	Documentation of methods and results is not adequate . The analysis and interpretation of the results is not adequate , the student is not able to form an independent opinion on the topic of the thesis. The content requirements for the Thesis were not met . (0 points)	
	Suggested points:	
Formal requirements and formatting		Points (0-10)
	The structure of the thesis and the terminology, style and typography used by the student are excellent , the Thesis fully meets the formal requirements. (9-10 points)	
	The structure of the thesis and the terminology, style and typography used by the student, or the formal requirements of the Thesis differ to a lesser extent from what is expected. (7-8 points)	
	The structure of the thesis and the terminology, style and typography used by the student, or the fulfilled formal requirements of the Thesis is of substandard . (4-6 points)	
	The structure of the thesis and the terminology, style and typography used by the student, or the formal requirements of the thesis, differ greatly from the requirements, but there are parts of the Thesis that can be evaluated. (1-3 points)	
	The structure of the Thesis does not meet the requirements. (0 points)	
	Suggested points:	
Conclusions and recommendations		Points (0-15)
	Application of results; the student's reasoning; interpretation of data and sources; logical consistency; critical reflections, the objectivity of presenting opinions; or seeing interrelations is excellent ; the student draws new and coherent conclusions. (11-15 points)	
	Application of results; the candidate's reasoning; interpretation of data and sources; logical consistency; critical reflections; the objectivity of presenting opinions; or seeing interrelations more or less meet requirements; the student's conclusions contain minor errors . (6-10 points)	
	Application of results; the candidate's reasoning; interpretation of data and sources; logical consistency; critical reflections, the objectivity of the presenting opinions; or seeing the interrelations meet the requirements to a small extent ; the student's conclusions contain significant errors . (1-5 points)	
	Application of results; the candidate's reasoning; interpretation of data and sources; logical consistency; critical reflections, the objectivity of presenting opinions; or seeing interrelations does not meet the expectations; the student's conclusions are inadequate . (0 points)	
	Suggested points:	
References, List of references, Appendices		Points (0-10)
	The student has a significant knowledge of the national and international literature on the topic. The content citations are correct; references and the List of References meet the formatting requirements; the subject of the appendices and the Thesis are coherent and excellently interpretable . (9-10 points)	
	The student knows the national and international literature of the topic to the expected extent . Content citations are correct; references and the List of References contain minimal errors ; the subject and the coherence of the appendices and the Thesis are somewhat difficult . (7-8 points)	

	The student knows the national and international literature of the topic to a lesser extent . Correctness of content citations; references and the formal consistency of the List of References contain major errors ; the coherence and interpretability of the appendices and the topic of the Thesis encounter difficulties . (4-6 points)	
	The student has little knowledge of the national and international literature on the topic. Content citations are correct; references and the formatting consistency of the List of Reference contain significant errors ; the coherence and interpretability of the appendices and the topic of the Thesis face significant difficulties . (1-3 points)	
	The student does not know the national or international literature of the topic, he/she only has textbook knowledge. Content citations are correct; the formal consistency of references and the List of Reference is significantly inadequate ; the subject of the appendices and the Thesis is not coherent and cannot be interpreted. (0 points)	
	Suggested points:	
	Total points:	
	0–60 points: (1) fail 61–70 points: (2) sufficient 71–80 points: (3) satisfactory 81–90 points: (4) good 91–100 points: (5) excellent	
	Suggested grade: (In writing and with a number)	

Guide to evaluation

Choice of topic, and up-to-dateness

Choice of topic and title: Is it important regarding the scientific field? Is it in line with the preparedness and potentials of the students? Does the title match with the content of the Thesis?
 Researcher's question: The novelty and significance of the researcher's question, autonomy in forming the question.

Methods and results

Data collection and processing: degree of difficulty, versatility of methods, accuracy of description, adequacy, appropriate sampling and/or appropriate range of sources; the authenticity, orderliness and appropriate way of recording and processing the data.

Presentation of results: How accurate, thorough, detailed, and clear is the presentation of the results, and how adequate and illustrative is the documentation.

Formal requirements

Terminology: Consistent application of the conceptual apparatus that are necessary for the given analysis in accordance with the conventions of the given scientific field.

Structure, formal requirements: The proportions of the chapters, the logic of dividing the main and sub-chapters.

Style: The spontaneity and fluidity of the wording.

Typography: Corrected/uncorrected misspellings.

Conclusions and recommendations

Application of the results, reasoning: Interpretation of the data and sources; logical consistency; critical reflections, objectivity in presenting opinions; seeing interrelations; new and coherent conclusions.

Alternative explanations.

Publishability and/or practical application; the changes required for these.

References, List of references, appendices

Correctness of content citations; formal consistency in references and in the List of references; the relationship between the appendices and the topic of the Thesis; manageability of the appendices, processing national and international literature related to the topic.

Evaluation in writing according to the points of evaluation

Without written evaluation neither the establishment of conditions that made evaluation possible nor the evaluation in grade is valid.

Questions asked by the evaluator (opponent) (minimum 1 question is obligatory):

1.

2.

Date:.....

.....

Signature of the evaluator

ANSWER TO THE EVALUATION OF THE THESIS

Name of the Student: Title of the Thesis „Assessing and improving the musculoskeletal condition of second-year physiotherapist students"

Date:

Dear Mr/Ms ,
thank you for reading and evaluating my Thesis
.....
.....
.....
.....

My answers to the questions you asked:

Question 1

Answer.....
.....
.....
.....

Question 2

Answer.....
.....
.....
.....

Best Regards,

.....
Signature of the student