

## DIRECTIVES FOR SUBMITTING BACHELOR'S -, MASTER'S THESES AND DOCTORAL DISSERTATIONS ADVISED BY THE IPMT

All theses advised by the IPMT must be submitted to the supervisor in the form of hardcover copies (Bachelor's and Master's Theses: 2 copies, Dissertations: 2 copies), **additionally and self-sufficient of the JKU's regulations**, as well as on a data carrier according to the directives listed below.

### 1. PRINTING REGULATIONS FOR BACHELOR'S -, MASTER'S THESES AND DOCTORAL DISSERTATIONS

Paper: White copy paper, DIN A4, 120 g/m<sup>2</sup>

Print: Unilateral, colour print, high print quality

Binding: Hardcover, adhesive bond (Lumbeck-gluing, book block bonding without rounding off and head band), cover with cardboard 2 mm, endsheets 170 g/m<sup>2</sup> white offset-cardboard, spine 350 g/m<sup>2</sup> fine cardboard

Material: Black imitation leather with textile, embossing with gold foil

Embossing: Cover: „Bachelor Thesis, Master Thesis or Dissertation“ (lower edge of scricpture = 20 cm from the lower edge of the book, centred); font: Arial/32 points

„First name(s) Surname(s)“ (lower edge of scricpture = 2,5 cm from the lower edge of the book and 2,5 cm from the righth edge of the book); font: Arial/30 points

Back: „First name(s) Surname(s)“ (5 cm from the lower edge of the book); font: Arial/30 points

Further first names can be abbreviated or written in full.

### 2. DIRECTIVES FOR SETTING UP DATA CARRIERS

#### Content:

Final version of the Thesis as PDF- **and** original word processing files with all used documents/data.

#### Nomenclature:

20XX\_SURNAME\_First name\_BSc, MSc or Dr

#### Folder structure (maximum file name incl. path: 150 letters):

- 1 Annexes: Images, etc.
- 2 Data: Measurements, etc.
- 3 Forms: E. g. Application to Suspend Access to Thesis, Presentations - Proof of Attendance, etc.
- 4 Literature: Articles and original internet sources, further material (material lists, test protocols, other documents, application to suspend access to Thesis, etc.); in accordance with the supervisor
- 5 Full text: PDF- and original word processing files, presentations

#### Technical specifications:

- Sheet size: not more than 210 x 297 mm (DIN A4)
- Graphics must be scaled meaningfully (resolution maximum 300 dpi)
- Unlimited access to all files