



## RECOMMENDATIONS FOR EDITING OF BACHELOR THESIS

**BACHELOR THESIS** (for the program Veterinary Medicine - Teaching in English) is an official work, having a similar value as a published scientific work, which can be subsequently studied and used as a reference source. Scientific content, as well as editing will be taken into account for the drafting / writing of this thesis.

**DISSERTATION THESIS** (Master of Sciences) generally complies with the regulations below, excepting the part of Personal Research. The Dissertation Thesis is based on extensive reference research.

The works are coordinated by faculty's teaching staff in compliance with the each coordinator's specialty. Thus, the works will have topics that frame within the specific of the discipline / disciplines taught at course or practical works by the coordinator. Double coordination is also encouraged, **when interdisciplinary research is carried out**.

The paper will be presented to the Commission of Licencing Examination in **3 hard copies and a CD-copy containing the Bachelor Thesis saved in Word and PDF format**.

After defending the thesis, the secretary of commission will hand over one hard copy to the Library of FVM, one to scientific coordinator and one to graduate. The electronic format of the thesis will be archived by the secretaries of the commission under the coordination of Commission for Quality Assessment.

### Recommendations:

1. The content of thesis will be correlated with the title.
2. The text of thesis will be clear and concentrate, using a proper scientific language.
3. The paper contains: Contents, **Introduction**, **Bibliographic Research** with several chapters, **Personal Research** with the following chapters: Materials and Methods, Results and Discussions and Conclusions. **Bibliography** is added at the final of paper.
4. Between the cover and the page with the title of the work, will be inserted the Own Work Declaration regarding the authenticity of the of thesis - fill in document.

**Content** – all the chapters and subchapters will be presented, specifying the page number.

**Introduction:** a brief presentation (1-2 pg) of the study importance, the current level of knowledge, any unsolved or contradictory problems regarding the subject, the purpose of the study / paper. It is very important to support the subject and the hypothesis from which the research starts.

### First Part

**BIBLIOGRAPHIC RESEARCH:** represents 1/3, at most 1/2 from the entire work.

It will include the bibliographic information necessary for understanding and carrying out personal research. The chapters and sub-chapters contain reference data (data from textbooks, monographs, scientific books) combined with the latest discoveries in the field (articles from scientific journals, published in recent years). Any statement must be supported by accurate bibliographic references (the bibliographic source is indicated either by specifying the author (s) and year of publication or by a number corresponding to the position of the respective author in the bibliographic list at the end of the paper), in order not to be considered plagiarism.<sup>1</sup>

**There will be no presented data or ideas without specifying the bibliographic source.** The student and the scientific coordinator assume full responsibility for the use of the information<sup>2</sup>.

### Second Part

**PERSONAL RESEARCH:** represents 1/2 - 2/3 from the entire work.

It is the part in which the student, under the guidance of coordinator, presents the personal activity and the **original results** of the study.

The chapters in this part are represented by:

- **Materials and work methods**
- **Results and discussions**
- **Conclusions**

#### **Materials and work methods**

The materials / groups of research / animals / samples submitted for investigations etc.). are clearly presented (number of cases, samples, animals in the experiment, identification of

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<sup>1</sup> **PLAGIARISM** s. n. Plagiarism is presenting someone else's work or ideas as your own, with or without their consent, by incorporating it into your work without full acknowledgement. All published and unpublished material, whether in manuscript, printed or electronic form, is covered under this definition (Merriam-Webster Dictionary). Plagiarism may be intentional or reckless, or unintentional. Under the regulations for examinations, intentional or reckless plagiarism is a disciplinary offence.

<sup>2</sup> LEN no. 1/2011, Section 6, art. 143 (4) The tutors of the bachelor, dissertation and doctoral thesis are jointly responsible with their authors for ensuring the originality of their content. (5) It is forbidden to sell scientific works in order to facilitate the falsification by the buyer of the author quality of a bachelor, dissertation or doctoral work.

materials. Regarding the working methods:

- briefly presented and described, if they are classical methods, well known and currently used;
- special, new, modified methods are described in detail, in order to be used by another student / researcher.

The working protocol is specified (batches of animals / subjects; animals' follow-up at different time intervals).

Bibliographic references can be made in this chapter, as well, when some particular working methods / techniques described in literature are used. All the information which is not the result of personal research, being taken from books, journal articles, doctoral thesis, other bachelor thesis are clearly specified as bibliographic sources.

The chapter **Results and Discussions** is an extensive one, in which the results of the investigations, as well as the presentation of cases, etc. are described.

The use of tables and graphs is recommended, in order to present information in a concentrate manner.

The obtained results are interpreted and compared with other similar results from the studied literature. In this part of the work, discussions based on bibliographic references are also recommended. The pictures which are introduced in the work by courtesy of other persons, will be clearly specified in the legend, using the following specification – „Courtesy to Dr. ...., discipline ..... of FVMB”. **The personal iconography must be original.** The use of images, other than personal ones (e.g. devices / machines, gross images, radiography, ultrasound, endoscopic, histological, etc.) without specifying the origin, is considered fraud.

The chapter **Conclusions** states very clearly and concisely some (3 - 6) conclusions based on the data obtained from the carried out investigations. **The data from the conclusions should be found in the results and discussions chapter.** A conclusion must be supported in the results and discussions chapter. No speculation and interpretation are permitted in this chapter. There are clear, concise statements that are based on personal investigations.

*Example:*

**The following statements are considered conclusions:**

- „Amonia concentration from ... exceeds 30 times the maximum admitted level.”
- „From 73 dogs, 40% presented lesions in ..., 15% were clinically healthy and 45% presented ...”

- „There is no correlation between breed predisposition and incidence of ...”

**The following statements are NOT conclusions:**

- „Fifty cows have been investigated ..... ”
- „A study have been performed on fifty cows, in order to determine ....”

## **Bibliography**

It is presented in alphabetical order by the surname of the first author. All the authors of the article or book are specified, in full compliance with the order entered in the original paper. After the authors follows: the year of publication, the title of the article / book and the rest of the identification data according to the examples:

### *Example for a book*

**BAKER REBECCA, LUMSDEN H. J. (2000)**, Color Atlas of Cytology, Mosby Publishing, Missouri, USA

**THOMPSON K. (2007)**, Bones and Joints, in Jubb, Kennedy and Palmer’s Pathology of Domestic Animals, vol.1: 1-185, Elsevier Saunders, Philadelphia, USA.

### *Example for a journal paper*

**DOUCET M., VIEL L. (2002)**, Clinical, radiographic, endoscopic, bronchoalveolar lavage and lung biopsy findings in horses with exercise-induced pulmonary hemorrhage, Can Vet J vol.43(3): 195-202

### *Example for a Bachelor Thesis*

**SMITH DAVID (2008)**, Researches concerning chronic obstructive respiratory disease in horses, Bachelor Thesis, University of Agronomic Sciences and Veterinary Medicine of Bucharest, Faculty of Veterinary Medicine, specialty: Veterinary Medicine, July 2008, scientific coordinator Professor BARBU A.

## **Editing of Bachelor Thesis**

- Text in Times New Roman 12, 1.5 line spacing, alignment „Justified”.
- Chapter Headings: decreased font sizes will be used according the chapter or sub-chapter (e.g. chapter heading will have font size 16 and **UPPERCASE** the subchapter will have font size 14 and **Capitalize Each Word of the Title**).
- Scientific names are written in *Italic*.

- Abbreviations will be used only when are previously explained within the text. (e.g. Bovine Spongiform Encephalopathy - **BSE**).

The editind should be **uniform** and present corresponding page number within the **Contents**.

Page size: A4,


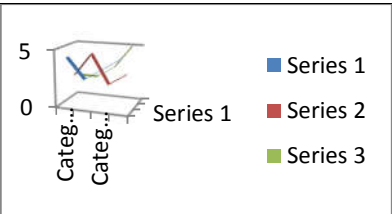
Margins: Left margin 3.5 cm. (enough space for binding the pages), and Top, Bottom and Right margins 2.5 cm.

**The paper will have 30 - 50 pages (DO NOT exceed 50 pages).**

Tables, graphs, diagrams and figures will be numbered chronologically from 1 to n, depending on the entry in the paper (avoid two tables no.1, two figures no. 1). Tables, graphs, diagrams, figures will receive a suggestive title for the content. The figures will also be accompanied by an explanation legend (below image, centered). The number and title of the tables are written above the table, centered.

**Failure to follow the recommendations will result in obtaining of a lower grade, even in rejection of work from presentation (at the proposal of the commission).**

*Example for figures*

	
<p>Fig. 1 – Kidney and urinary bladder (case 14). Renal ischemia and haemorrhagic cystitis</p>	<p>Fig. 2 – Graphical presentation of concentration variability.....</p>

*Example for table*

Table no. 4. The cases diagnosed in the Clinics of  
Faculty of Veterinary Medicine between 1990 – 2000

Year	Radioghaphy	Ultrasound	Microbiology
2018			
2019			
Total			
%			

### **Recommendations for Presentation to the Licensing Commission**

The Bachelor Thesis will be defended as PowerPoint presentation and must contain approximately 15 slides. This presentation must reflect proportionally the content of the paper. The basic design of slide should consider a light monochrome background (preferably white) and a clear, black or dark-coloured font, at least with size 24, contrasting with the background. It is preferred to present images, graphics, diagrams and less text. Suggestive films can be presented for documenting the research.

The graduates will present their work within **7 to 8 minutes** and will focus on the materials and methods used for research purpose, results and conclusions. **It is strongly recommended to avoid presentation of Bibliographic Research or any information concerning the number of chapters.** The presentation should convince the members of the commission on the importance of the study, clearly highlighting the original features.

**The students who have carried out scientific activities within Student Scientific Symposium or other scientific meetings, at the end of the PowerPoint presentation, as well as at the end of the paper, may add the proof of publication (attendance diploma, awarded diploma, copy of the published work, copy of abstract, etc ).**



Good luck!!!!