

Shenzhen Technology University Undergraduate Graduation Thesis (Design) Writing Specifications and Requirements

Graduation thesis (design) is an important teaching step to achieve the goal of talent training. In order to ensure the quality of undergraduate graduation thesis (design) and improve the scientific research ability and academic quality of undergraduates, “Shenzhen Technology University Undergraduate Graduation Thesis (design) Writing Specifications and Requirements” is formulated.

1 Fundamental structure

1.1 Front part: cover, Statement of integrity, catalogue.

1.2 Main part: Chinese abstract, Chinese keywords, text, notes and references, acknowledgments, English abstract and English keywords.

1.3 Appendix part (non-necessary): some important raw data, drawings, etc.

2 Binding order

2.1 Cover

2.2 Statement of integrity

2.3 Directory

2.4 The main body part

2.5 Appendix

3 Content requirements

3.1 The front part

3.1.1 Cover: Unified design of the school.

3.1.2 Statement of integrity: Students shall solemnly declare the independence of their submitted graduation thesis (design). The format and content are uniformly designed by the school, and the student's signature takes effect.

3.1.3 Catalogue

The catalogue consists of the serial number, name and page number of the chapter, section and appendix of the paper (design).

3.2 The main part

The main part should ensure that the structure of the article is clear, the outline is clear, and the prevailing title level of writing the paper is arranged according to the following five formats in Chinese:

第一种	第二种	第三种	第四种	第五种
一、	第一章	第一章	第一篇	1.
(一)	一、	第一节	第一章	1.1
1.	(一)	一、	第一节	1.1.1
(1)	1.	(一)	一、	1.2

	(1)	1.	(一)	1.2.1
		(1)	1.	

Writing a paper can be selected in one of the formats, but the format must be unified before and after, not mixed use.

3.2.1 Chinese abstract

The abstract is a concise overview of the research content and conclusion of the graduation thesis (design). The content should explain the main content, test methods, results, conclusions and significance of the paper (design). The Chinese abstract is not less than 200 words.

3.2.2 Keyword

Key words refer to the most important, the most critical, and the most frequently repeated professional terms or phrases in the paper, which helps readers to understand the theme of the whole article. Its number is generally 3-4, and each term is generally within 6 words. The keywords are separated by a semicolon.

3.2.3 Foreword (introduction or preface)

It briefly explains the proposal and its research significance (academic and practical value); the previous studies of this research and its direction, ideas, methods and the main problems to be solved.

3.2.4 Text

The text is the core part of the graduation thesis (design), which should account for the main space. The content of the text must be objective and accurate. The demonstration is sufficient and rigorous. The evidence is sufficient. The hierarchy is clear. The language is fluent, and meets the relevant requirements of the discipline and major. The symbols and abbreviations in the text shall adopt the regulations published by the authoritative organization or academic group of the professional discipline. Each college may formulate detailed rules and report them to the Department of Academic Affairs for the record.

3.2.5 Annotation and references

Standard notes or references reflect the rigor of academic work. All the research conclusions, opinions, data and charts directly quoting others in the text should be marked.

Annotation and references are listed in the main text in the annotation order in the main text. When literature is a journal, the content is: "serial number, author, title, journal name, year, volume number, issue number"; when it is a book, "serial number, author, title, publisher, publication year, page number"; when literature is a network resource, the content is "serial number, author, document title, website" (if the information

collected online has been officially published or published, it is better marked with journal and book). If each college still has special requirements of disciplines, the implementation rules can be formulated and submitted to the university for approval and record.

3.2.6 Chart

The charts in the text strive to be concise, with figures and tables written in Figure 1, Figure 2... or Table 1, Table 2..., and arranged them with the text as much as possible.

3.2.7 Acknowledgements

Express the gratitude to the instructors, the teachers, technicians and partners who have supported and assisted them in completing the thesis research work.

3.2.8 English abstract and English key words

Translate the Chinese abstract and key words into English.

4 Length and reference requirements

Undergraduate thesis (design) must be more than 12000 words; no less than 10 references, including no less than 2 foreign literature. Other majors with special requirements shall be submitted to the university for approval according to the characteristics of the discipline and the standards formulated according to the experience of relevant universities.

5 Typography requirements

5.1 Cover: fill in and print in the required columns according to the format stipulated by the Department of Academic Affairs.

5.2 Catalogue: separate pages. Small four song style, 1.5 times the line spacing scattered alignment typesetting.

5.3 The main part

5.3.1 Title: Main title with bold Font size small 2 in Song style, subtitle with Font size 4 in Song style, 1.5 times the row spacing in the middle typesetting.

5.3.2 Abstract and key words

[Abstract] and [key words]: [] inside character small four regular script in bold, [] external character five regular script.

The above content will be single line spacing, and 0.5 lines spacing before and after the segment with aligned typesetting.

5.3.3 The text

(1) Text

Primary title is not greater than Font size three, bold boldface;

The secondary title is half size smaller than the first title, bold boldface;

Three level title is half size smaller than the previous level title, bold boldface;

Text content is Font size 5 with Song style.

The above content will be single line spacing, and 0.5 lines spacing before and after the segment with aligned typesetting.

(2) Chart

The charts in the text should the serial number, chart title and explanation (Font size small 5, Song style).

5.4 Notes and references

【】 The title is set flush with Font size 5, bold, regular script, the content is set flush with Font size small 5, regular script. The above content will be single line spacing, and 0.5 lines spacing before and after the segment with aligned typesetting.

5.5 Acknowledgements

Title is Font size small 4 with bold boldface. The content is Font size 5 with Song style. The above content will be single line spacing, and 0.5 lines spacing before and after the segment with aligned typesetting.

5.6 English abstract and English key words

[Abstract] and [key words]: [] inside character is Font size small four with bold Times New Roman, [] external character is Font size five with Times New Roman.

The above content will be single line spacing, and 0.5 lines

spacing before and after the segment with aligned typesetting.

Department of Academic Affairs

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