

MASTER'S THESIS STANDARDS

at the Wrocław University of Economics and Business

Information on the requirements and rules for writing a thesis should be provided to students by the thesis advisor during diploma seminars.

1. General requirements

1.1. A master's thesis should be a study of a specific scientific problem that presents the student's general knowledge and skills related to his/her programme of study and educational profile, as well as the disciplines to which the programme of study has been assigned – adequately to the level of study (second-cycle).

1.2. The subject of a master's thesis should be connected to the learning outcomes adopted for the programme of study. The thesis is supervised by a supervisor who will ensure that the outcomes are achieved.

1.3. With the consent of the thesis supervisor and the Dean for Student Affairs/Dean of the Branch, the thesis may be written in a team, provided that the contribution of the individual authors is clearly defined and that this contribution is assessed separately.

1.4. A thesis in programmes conducted in Polish shall be prepared in Polish. At the student's request, with the consent of the thesis supervisor and the Dean for Student Affairs/Dean of the Branch, a thesis may be written in English (without a Polish-language version).

2. Substantive requirements

2.1. The thesis should:

- a) formulate a research problem, research theses/hypotheses/questions, purpose and scope of research,
- b) embed the research problem in widely cited national and international literature, refer to one or more theories in finance, economics, management or other fields, include a structured critical review of literature (the use of current serial publications is recommended),
- c) describe and justify the choice of a particular research method; describe data, sample and research conducted in relation to the research theses/hypotheses/questions,
- d) use appropriate analytical tools,
- e) formulate conclusions on the basis of the analysis carried out.

2.2. The structure of the thesis should be clear and lead to the achievement of its objective.

2.3. The preparation of a master's thesis should shape the following skills:

- a) broadening knowledge by independent specialist study of literature on the subject,
- b) critical assessment of the body of theory in the scope of the subject of thesis,

- c) embedding the problem in literature,
- d) diagnosing and evaluating the selected research problem,
- e) designing new solutions or modifications to the existing ones,
- f) using a research workshop, and in particular using methods of scientific study,
- g) identifying and analysing the surrounding phenomena, particularly those which the graduate will face in practice,
- h) seeing the regularity of these phenomena,
- i) actively applying the knowledge acquired during the studies and using it in practice or for theoretical inference,
- j) applying logical reasoning and using clear and precise language.

2.4. The thesis should have a distinct theoretical part (analysis of literature of the subject) and a research part (results of own research aimed at presenting a solution to the problem under analysis). The research part should include a methodological section defining the subject and purpose of the thesis, research theses/hypotheses/questions, methods, techniques and tools and should describe the research process.

2.5. The theoretical part should briefly present an in-depth knowledge (Level 7 of the PRK) of the selected topic resulting from the review of national and foreign literature. Theory must be supported by a practical example in the case of an applied research thesis.

3. Requirements concerning the nature of a thesis

The master's thesis should have a research nature:

- a) **in the field of applied research** – the author identifies correlations and observes the occurrence of a phenomenon and/or its changes over time; the thesis can be a literature review if the author identifies a gap between economic phenomena and detects correlations within the studied section of economic reality:
 - an experimental thesis includes an experimental solution to a particular research hypothesis and includes the concept and appropriate selection of research methods, the planning and organisation of the experiment, the presentation of the results obtained, their discussion and conclusions,
 - a project thesis identifies the correlations between economic phenomena and proposes new or improved practical (implementation) solutions.
- b) **in the area of basic research** – the thesis is a source of qualitatively new knowledge of phenomena, facts, management, social or economic processes (contribution to the development of scientific knowledge).

4. Regulatory requirements

The master's thesis:

- a) is a student's own work prepared under the supervision of a supervisor,
- b) is subject to a review,
- c) is defended during a diploma examination,
- d) allows the graduate to obtain the master's degree.

5. Formal requirements

5.1. The structure of a thesis in Polish – the thesis should include (in the following order):

- a) title page (according to the scheme adopted by the University – specimen attached),
- b) title and summary in English,
- c) table of contents,
- d) introduction,
- e) chapters,
- f) conclusion,
- g) lists.

5.2. The structure of a thesis in English – the thesis should include (in the following order):

- a) title page in English (according to the scheme adopted by the University for theses in English – specimen attached),
- b) thesis title and summary in Polish,
- c) table of contents in English,
- d) introduction in English,
- e) chapters in English,
- f) conclusion in English,
- g) lists in English,

5.3. The thesis should include lists in the following order:

- a) a list of the literature quoted in an alphabetical order, in accordance with the requirements of the bibliographical description,
- b) a list of legal acts and other regulations used,
- c) a list of materials from Internet sources (with the last date of access) and other source materials with a full bibliographic footnote,
- d) a list of boards/tables,
- e) a list of figures (diagrams, maps, etc.),
- f) a list of appendices.

5.4. The introduction should outline the background to the researched issue, state the rationale for the choice of the subject of the thesis, formulate a research problem, pose research questions or formulate thesis(es)/hypothesis(es), define the purpose and scope of the thesis, identify research methods and present general information on the content of the various chapters of the thesis.

5.5. The conclusion should indicate conclusions drawn from the thesis.

5.6. The text of the abstract should contain a maximum of 2,500 characters including spaces.

5.7. Literature footnotes should be uniform throughout the thesis according to one of the following styles:

a) APA style

(http://www.ue.wroc.pl/p/wydzialy/ne/aaadziekanat2021/_cytowanie_ang.pdf),

b) as footnotes (examples in Appendix No. 4 to Rector's Regulation No. 159/2022)

5.8. The volume of the thesis, excluding lists and appendices, should be no less than 60 pages. In the case of experimental work – not less than 50 pages.

5.9. Literature should include at least 40 references in a form of no-serial publications and articles. In addition, it may be supplemented by legal acts and a list of websites, if required by the subject of the thesis.

5.10. Literature should include foreign language references (at least 5 references) – in theses written in English, the use of non-English literature is also recommended.

5.11. The list of references may contain only the ones to which reference is made in the thesis.

6. Editorial requirements

a) paper size format: A4 (one-sided print),

b) basic font: Times New Roman 12 pt or Calibri 11 pt,

c) font in tables and figures: maximum 10 pt,

d) leading text spacing: 1.5 of a line,

e) spacing in tables: 1.15 of a line,

f) margins: top 2.5 cm; bottom 2.5 cm; left 3.0 cm; right 2.0 cm,

g) alignment of the text to both margins,

h) indent paragraphs: 0.5 cm,

i) continuous numbering of all pages of the thesis, starting from the introduction

j) font size of footnotes 10 pt,

k) the source should be indicated under each numbered figure, graph and table,

l) the thesis should be written in clear, logical and correct language, using impersonal style.



Uniwersytet Ekonomiczny
we Wrocławiu

PROGRAMME

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Author's Name and Surname

Student No.....

MASTER'S THESIS / CLASSIFIED MASTER'S THESIS¹

Title of the thesis

Master's thesis written under the supervision of

.....

Title/degree, full name)

(e.g. prof. dr hab. Jan Kowalski

or dr hab. Jan Kowalski, professor of WUEB

or dr Jan Kowalski)

In the Department.....

WROCLAW 20.....

¹ If Dean for Student Affairs or the Dean of the Branch gives consent for classifying the thesis