**University of Debrecen**

**Faculty of Agricultural, Food Sciences and Environmental Management**

**DIPLOMA THESIS**

**content and formal requirements of the diploma thesis, as well as the order of its preparation, review and defense.**

**Debrecen**

**June 2020.**

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**I. GENERAL REQUIREMENTS**

Completion of the thesis and institute / department defense is a prerequisite for passing the oral final exam. It is a basic requirement for all students to solve the chosen topic and task based on what they have learned at the university, to the standard required by the given training.

The aim of the diploma thesis is to prove the candidate's level of training (BSc, -MSc, specialized further training) in the given topic in the domestic and foreign literature, as well as his / her analytical and evaluative skills. Prove that he/she is able to carry out observations (experiments) on his/her own, to process literature sources, to analyze monographs, to collect data, to evaluate and to draw the right conclusions from all this.

The thesis must certify that the candidate is able to apply the acquired skills in practice and use them creatively.

The topics of the thesis are designated by the institutes / departments in such a way that they are in line with the training goal, meet the practical needs, at the same time students have the opportunity to perform the necessary examinations, collect and process data. Thesis topics are published by the institutes / departments with a semi-annual update and made public on the institute / department's website before the start of the admission period.

It is also possible for the student to apply to the professionally competent institute / department with the topic of a diploma thesis that fits into the research profile of the Faculty, in accordance with the conditions set out above. The consultant decides on the admission of the topic of thesis formulated independently by the student, taking into account the training output requirements of the given student's program, if necessary in consultation with the head of the given department/institute.

The consulting task is performed by the staff of the institute / department announcing the topic.

In the case of a Bachelor thesis, PhD students can be a supervisor. In this case, the reviewer of the thesis can be a university lecturer or researcher. The preparation of the diploma thesis is supervised by an internal consultant approved by the institute / department, and if required, it can also be assisted by an external consultant approved by the department.

Students choose their thesis topic in the semester specified in the curriculum.

The process of preparing the thesis is documented by the student and the supervisor on the **Diploma Thesis preparation form (Annex 1).** The acceptance of the chosen topic is confirmed by the signature of the supervisor, the head of the institute and the head of the department. During the preparation of the diploma thesis, the student is obliged to participate in a consultation at least twice a semester, which is confirmed by the signature of the consultant. The continuously prepared Diploma Thesis preparation form, which was continuously recorded, must be bound in the completed diploma thesis and the submission must be approved by the supervisor.

It is important for the student to prepare a topic outline after selecting the topic of the thesis, and to study the literature of the chosen topic at the same time as conducting the research and collecting the data.

**The length** of the thesis should be between 30-50 (Bachelor thesis) 40-50 (Master thesis) pages without appendices.

A thesis that does not reach the minimum length cannot be submitted.

Plagiarism should be avoided during the preparation of the thesis.

**The following are considered plagiarism:**

- Literally quoting an idea or text described by another author (known, unknown author) without giving the name of the original author and without using quotation marks.

- Indication of the thoughts of another author (known, unknown author) as his own (for example, omitting the name of the original author, or including an idea described by another author, after minimal modification of the structure and content).

The possibility of literal quotation can be used only in justified cases (eg definitions, findings, legal reference, etc.) when there is really no possibility to reword the cited text and this should be indicated by quotation marks.

After the completion of the thesis, a text consistency check must be performed. The extent of the match (regularly quoted parts) cannot be higher than 20%. If it is greater than 20%, the supervisor may not allow the thesis to be defended.

If the thesis contains plagiarism even within the allowable match, it cannot be allowed for defense. If it is still defended, the reviewer will qualify the thesis containing plagiarism with an insufficient grade and notify the Vice Dean for Education of the faculty. The student preparing the dissertation can appeal the decision to the Faculty Education Committee.

The thesis must be submitted to the Department of Studies in **1 bound copy and on 1 CD (labelled with name, major, department, title of the thesis, attached to the back of the thesis)** by the deadline specified in the schedule of the academic year. The CD should also include the result of the similarity test (degree of similarity, list of sources and text similarities indicated in the text).

The student is obliged to upload the electronic version of the diploma thesis with pdf content to the electronic archive (DEA) of the University of Debrecen until the defense of the institute / department. The fact of the upload is certified by the Campus Library of the University of Debrecen on Böszörményi street with a certificate downloadable from faculty's website.

Only the student who has fulfilled the requirements specified in the curriculum, submitted the thesis in all forms by the given deadline, and certifies that he / she does not owe anything to the University and National Library of the University of Debrecen may participate in the final examination.

The dissertation is returned to the student after the final exam.

**II. CONTENT AND FORMAL REQUIREMENTS OF THE DIPLOMA THESIS**

The thesis can be prepared on the basis of the Author's own experimental studies or it can be other analysis and literature review related to his / her training. It is important that the thesis is the result of the Author's independent work and in each case contains his/her own conclusions and recommendations.

1. **The recommended structure of the thesis**

In the case of own experimental studies, the structure of the thesis should be divided as follows:

− Address

− Table of Contents

− Introduction

− 1. Raising a topic

− 2. Literature review

− 3. Material and method

− 4. Results and their evaluation

− 5. Conclusions and recommendations

− Summary

− Bibliography

− List of figures, charts (Annex No. 3)

− Annex

− Declaration

− Diploma thesis preparation form

In the case of analytical work, the structure of the thesis should be divided as follows:

− Address

− Table of Contents

− 1. Introduction and topic

− 2. Literature review

− 3. Presentation and explanation of the results of the chosen topic (narrower field)

− 4. Summary conclusions

− Bibliography

− List of figures, tables (Annex 3)

− Annex

− Declaration

− Diploma thesis preparation form

The above division also contains the main chapters of the diploma thesis, in the compilation of which must comply with the requirements set out in point 2.3.

1. **Formal requirements for the preparation of a diploma thesis**

**2.1. Design and inscription of covers (Annex No. 2)**

Outer cover: black hardcover canvas.

Size: 21.5 x 30.5 cm.

Captions (in gold letters):

 In case of undergraduate education: THESIS

 In case of master's degree: DIPLOMA THESIS

The name of the author

Place (Debrecen) and year of submission of the thesis

Internal cover inscriptions:

− University, faculty, institute / department, name of head of institute/ department, position

− Title of the thesis

− Name of the author, title of the program

− Name and position of the supervisor

− Place (Debrecen) and year of submission of the thesis

The table of contents must be given in decimal numbers on the page after the internal title page.

**2.2. Format**

The thesis should be written on an A / 4 size white sheet with 1.5 line spacing, 3 cm on the left, 2 cm on the right, 3-3 cm at the top and bottom.

Font: Times New Roman

Font size: 12

The content and aesthetic value ​​of the thesis are enhanced by well-arranged charts, figures, graphs, diagrams and photographs.

All charts, figures, etc. shall be given a title and a serial number so that the titles and numbers of the charts are given above the chart and the titles and numbers of the figures below the figure. Each should be referenced in the text. SI (Systéme International d’Unités) symbols shall be used to indicate the units of physical quantity.

Regardless of the number of columns, the table should run from margin to margin (a wider column should be set if necessary) (Click the table to "Automatically scale to window" command).

**Table 1: Proportion of ecological areas in Hungary, 1999-2002**

|  |  |  |  |
| --- | --- | --- | --- |
| YEAR | ECO-AREA (ha) | ANNUAL GROWTH (ha) | ANNUAL GROWTH (%) |
| 1999 | 35 979 | 13 476 | 60 |
| 2000 | 53 649 | 17 640 | 49 |
| 2001 | 79 178 | 25 529 | 48 |
| 2002 | 103 700 | 24 522 | 31 |

*Source: Biokontroll Hungária Nonprofit Kft. own editing*

The serial numbers and titles of the figures should be edited in the same way as the charts, except that they should be placed below the figures. After the line feed after the continuous text, the figure can be inserted in the next line. It's a good idea to always insert images as an enhanced metafile. The name of the figure should be placed in the line below the figure, and its source should be placed in the next line (closed to the left).



Figure 1: **2012.01-2012.11. Transmission rate of credit cards sold in Hungary between**

**Source: OTP Bank Plc. (2015)**

A list of figures and charts must be prepared after the Bibliography.

**2.3. The division of the diploma thesis in the case of own experimental studies**

**2.3.1. The title**

Be short, understandable and expressive of the content.

**2.3.2. Introduction**

It deals with the theoretical and practical significance of the topic (maximum 2 pages).

**2.3.3. Raising a topic**

Justify your own studies and objectives (pages 1-2).

**2.3.4. Literature review**

The processing of literature related to the topic should be closely related to the topic. An important role of the chapter is to show the candidate's proficiency and literacy in the given topic. The chapter is comprehensive, showing where the authoritative literature on the given topic is − what the most important basic works are and how the development of the literature can be perceived in the light of the latest source works. The results described in the literature must be critically analysed and evaluated. The proportion of daily and weekly newspaper and internet links may not exceed 20% of all links.

The length is 15-20% of the thesis. The method of reference is given in Section 2.4.

In the case of a thesis, a minimum of 15-20, and in the case of a diploma thesis, a minimum of 20-30 quality literature sources are desirable. The following can be considered as quality sources:

- textbooks,

- journals D1, Q1, Q2, Q3, Q4 (see: https://www.scimagojr.com/),

- publications recorded in the Scopus system (see www.scopus.com),

- the list of scientific journals accepted by the Department of Agricultural Sciences of the Hungarian Academy of Sciences (see: https://mta.hu/data/dokumentumok/iv\_osztaly/04\_lysoiratlista.pdf)

- Patents

- Official international and domestic databases (eg CSO, FAO, WHO)

In the case of diploma theses, it is expected that at least 15-20% of the resources used should be international, up-to-date literature.

**2.3.5. Material and method**

In the description of the materials and methods related to the examinations and monographic analyzes, the conditions of the experimentation, examination and the methods of analysis must be described.

The chapter should not exceed 10-15% of the total volume.

**2.3.6. Results and evaluation**

This chapter contains the results of the tests and analyzes. It is advisable to summarize the results in charts, to illustrate them with figures and to prove their reliability with mathematical - statistical methods, taking into account the peculiarities of the field.

It is important that the candidate records and explains his / her results accurately and clearly and compares them with other test results.

This chapter should cover 40-50% of the total volume.

**2.3.7. Conclusions and recommendations**

This chapter should present the main conclusions drawn from the results and suggest their practical application and further development.

The length of this chapter should be 2-3 pages.

**2.3.8. Summary**

The summary should not exceed 3 pages (3 pages summary of the essence of the thesis). Briefly describe the circumstances in which the tests took place and the issues covered. The main results, findings and conclusions drawn should be presented. Concise and clear wording should be sought.

With the exception of the chapters "Introduction" and "Summary", each chapter is numbered in decimal numbering.

- the main chapters with one digit (1, 2, 3, etc.),

- subchapters with two or three digits (1.1, 1.2 or 1.1.1, 1.1.2, etc.)

must be provided.

**2.3.9. Bibliography**

The compilation of the “bibliography” should be accurate and careful, in accordance with domestic and internationally accepted forms. The bibliography can only contain sources cited by the student in the context. All source work used must be indicated in the dissertation. A list of source works without intertextual references is not in itself adequate. When compiling the literature used, the basic requirement for describing the titles is that the bibliographic items contain data accurately and verifiably, on the basis of which traceability can be ensured.

The bibliography should be Times New Roman, font size 12, line-separated, pending indent 1cm.

The bibliography should be compiled in a strict alphabetical order based on the initials of the authors' names, in chronological order. For foreign language publications, a comma must be placed after the last name. Only work that is referenced in the text can be included here. All data on the source work must be given exactly in the bibliography.

The proposed segments should be as follows:

• books, articles, studies; (close ABC order regardless of type)

• INTERNET data collection, (in this case special attention should be paid to the references, the references should preferably be given with the author (s) and title)

• other sources, eg legislation, statistical data sources, company materials

Detailed requirements for compiling the bibliography are given in Chapter 2.4.

**2.3.10. Annex**

**2.3.11 Declaration**

Its formal and content requirements are set out in Annex 4.

**2.4. Recommended division of the dissertation in case of analytical work**

**2.4.1. The title**

Be short, understandable and expressive of the content.

**2.4.2. Introduction and topic**

It deals with the theoretical and practical significance of the topic, presents the subject of the research in detail. It specifies the objectives and describes the data collection and analysis methods used in the preparation of the thesis. (2-3 pages).

**2.4.3. Literature review**

The processing of literature related to the topic should be closely related to the topic. The literature review should include the literature presenting the most important general theories and correlations needed to discuss the topic, which will determine the specific subject of the thesis within the field. The changes and development of the knowledge in the field of study should be presented on the basis of the literature sources, which justifies the analysis of the narrower research topic. At the end of the chapter, you need to formulate your own research questions in the form of hypotheses.

The literature review should include at least 20 qualitative literature sources. The range of quality sources is described in Section 2.3.4. At least 50% of the literature sources should be international, up-to-date literature. The method of reference is given in Section 2.4.

(The length of the chapter is 25-30% of the dissertation).

**2.4.4. Presentation and explanation of the results of the chosen topic (narrower area) and issue**

The title of the chapter is to define the specific research area. In this chapter, the narrower research topic is described in detail, processed, analyzed, evaluated, and then the proposals are formulated. In this chapter, the Author contradicts the results of the literary sources and, based on them, formulates his critical remarks and presents his own opinion.

At least 30 qualitative literature sources should be used to explain the narrower study area. The range of quality sources is described in Section 2.3.4. chapter. At least 50% of the literature sources should be international, up-to-date literature. The method of reference is given in Section 2.4.

(The length of the chapter is 45-60% of the dissertation).

**2.4.5. Summary conclusions**

In this chapter, the Author summarizes his research objectives, its foundations, the results of the thesis, and draws his own conclusions. Having the results of his research, he gives an itemized answer as to whether his hypotheses can be justified.

(The length of the chapter should be 3-5 pages).

**2.4.6. Bibliography**

When compiling the “bibliography”, the provisions of 2.3.9. must be taken into account.

**2.4.7. Annex**

**2.4.8. Declaration**

Its formal and content requirements are set out in Annex No. 4.

**2.5. Methods of literature reference**

**2.5.1. Intertext link**

During the text, the source work must be referred to by indicating the author's surname and the year of publication of the work (a comma is inserted between the name of the foreign author and the year, first name does not have to be given even in abbreviated form).

**With reference to the name of the author:** the name of the author, followed by the year of publication of the publication. (DOHY, 1984). In the case of a double-named author, we use a hyphen without spaces (LISZTES-SZABÓ, 2016).

**If there are two or more authors,** the names of both/each must be written: name, space, dash (not a hyphen!), Space, name, comma, space, year (HEROLD - TAKÁCS, 1984)

**In the case of several publications stating the same fact:** a description of the fact, in brackets the references are arranged in the order of the year of publication, the authors are separated by semicolons.

For example: The relationship between economic growth and environmental damage has been the subject of a significant number of theoretical and empirical works (SELDEN - SONG, 1994; SHAFIK, 1994; GROSSMAN - KRUEGER, 1995; COLE et al., 1997; ROTHMAN, 1998; SURI - CHAPMAN, 1998; AGRAS - CHAPMAN, 1999; MUNASINGHE, 1999; DINDA et al., 2000; GAWANDE et al., 2000; TISDELL, 2001; BIMONTE, 2002; PASCHE, 2002; DINDA, 2004a, c) discussed in recent years.

**Reference to several works of an author published in the same year:** name of the author, year numbers “a”, “b”, “c”, etc. marked.

In the text of the theses, the names of the authors are written in capital letters, e.g., (DOHY, 1984a), (DOHY, 1984b). For literal citations, the text should be enclosed in quotation marks.

Neither in the case of an intertextual reference nor in the bibliography do we list the scientific degree or other qualification for the name (Dr. Prof. etc.). When referring to an oral communication, the year and the oral communication are indicated after the surname of the cited person, for example: (BALOGH, 2010, oral communication).

**2.5.2. For literal citations**

For literal citations, the text should be enclosed in quotation marks. Reference to a specific sentence or paragraph (only in very justified cases: short, maximum one paragraph, maximum 8-10 lines), ie after the reference in brackets we put a full stop and not before the reference (bracket), and also indicate the exact page number after the year.

For example: ". ... tons of fish production in 1000 (Szucs, 2012, p.28)"

**2.5.3. Internet links**

If the author is known in the meantime, we refer to it as listed earlier. If the author cannot be identified, we refer to the name of the website, and the date of the view in brackets. Pl. (WTO, 2012). In this case, the exact Internet path is only given in the bibliography.

**2.6. Compilation of bibliography**

The compilation of the “bibliography” should be accurate and careful, in accordance with domestic and internationally accepted forms. In the bibliography, the order A-B-C should be used according to the names of each author.

**Only literature used by the candidate and referred to in the thesis may be included in the list.**

When compiling the literature used, the basic requirement for describing the titles is that the bibliographic items contain the data accurately and verifiably, on the basis of which traceability can be ensured. The title of the publications must be given in the language in which it was published.

**2.6.1. In the case of publications published in journals:**

Author’s last name (in capital letters), first letter of first name, period, year of publication, colon, article title, point, journal title, point, volume / volume number, point, booklet number, point, first page of publication, hyphen, last page of publication, point. (If any, the DOI ID must be provided!).

WIDE N. - KOVÁCS B. - PROKISCH J. - GYŐRI Z. (2008): Changes in selenium forms of soil samples during storage. Agrochemistry and Soil Science. 57. 1. 47-56. <http://dx.doi.org/10.1556/Agrokem.57.2008.1.5>

FARNHAM, E. D. (2001): Row spacing, plant density, and hybrid effects on corn grain yield and moisture. Agronomy Journal. 93. 5. 1049-1053. <https://doi.org/10.2134/agronj2001.9351049x>

If we refer to several articles by an author or authors published in the same year, we write the appropriate letters of the alphabet after the year of publication.

In the case of a foreign author, the surname is followed by a comma and the first letter of the first name is followed by a period.

**2.6.2. In case of books:**

Name of the author(s), year, colon, title of the book, period, name of the publisher, comma, place of publication, length of the book.

GONDA ​​I. (2004): Basics of horticulture: a practical note. DE ATC, Debrecen. 41 p.

MIHÓK S. - POSTA J. - PRUTKAY Z. - KOMLÓSI I. (2010): Breeding value estimation based on Hungarian sport horse mare performance tests. National Association of Hungarian Sport Horse Breeders, Budapest. 207 p.

**2.6.3. In case of a book chapter:**

If each chapter of the given book was written by different authors, the name of the author of the chapter, year of publication, title of the chapter, scope of publication (from, to) In: title of the book, name of the editor (s) in brackets, publisher, publication place, the scope of the publication should be indicated For example:

KOVÁCS B. - ANDRÁSI D. -BÓDI É. (2014): Effect of molybdenum and selenium treatment on element content of wheat and pea sprouts. 126-137. In: Development opportunities for sustainable crop production: Prof. Dr. Mihály Sárvári is 70 years old. (Ed. PEPÓ P.) Debrecen University Publishing House, Debrecen. 304 p.

**2.6.4. In the case of a study published in another periodical:**

In the case of published lectures of congresses and conferences: to be included only if the volume containing the material of the congress or conference contains a complete or informative summary of the lecture. Name of the author (lecturer), title of the lecture, title of the congress, topic (if any and included in the publication), name of the congress, conference, serial number (in Arabic numerals) date, year, month, day, place, published publication about the congress, volume number, name of the editor of the publication, name of the congress organizer (body / bodies), place of publication of the publication, year, publisher, number of pages of the author's lectures (from… to…)

KUTASY E. (2002): Quality and quality stability of winter wheat varieties. 232-237. In: II. Plant Production Science Day: "Integration tasks in Hungarian plant production". (Ed. PEPÓ P. - JOLÁNKAI M.) Plant Production Committee of the Hungarian Academy of Sciences, Budapest, p. 354.

**Electronic source:**

In case of a known author: name of the author (s), date, colon, name of the source, path and date of access. For example:

DUTIA, S. (2014): AgTech: Challenges and Opportunities for Sustainable Growth. https://papers.ssrn.com/sol3/papers2.cfm?abstract\_id=2431316 Downloaded: 20/02/2017

If the author is unknown: is the name of the publishing organization of the source or its abbreviation, the date (if known), a colon, the name of the source, the path and time of access. For example:

KSH, (2018): Hungary in numbers, 2017. https://www.ksh.hu/docs/eng/xftp/idoszaki/mosz/mosz17.pdf Downloaded: 12/05/2020.

NEBIH: Options for reducing aflatoxin contamination in dairy cow feed. https://portal.nebih.gov.hu/web/guest/-/tejelo-tehen-takarmanyok-aflatoxin-szennyezettsegenek-csokkentesi-lehetosegei Downloaded: 2020. 05. 12.

**Office publication, anonymous form:**

Sample: Name of the organization or company that produced the publication or form (year of publication, if indicated). Title of the publication, form. Type of publication, form. Place of publication (if indicated), total number of pages p.

SEMINIS (2004): Hungarian Catalog 2005-2006. Catalog of varieties. 57 p.

The wildlife of the Bükk National Park. Flyer. Bükk National Park. 12 p.

**In the case of a patent description:** patent registration number, author (s): patent title. date of notification

P0700549 / 12 PROKISCH J. - KISS A. - HÉJA K. - VIRÁG D .: Production of biscuits, pastries with increased antioxidant and lysine content and their processes. 2007.08.24.

**Standard:** Letter used in the issuing country and standard number, title, publication, page number (entry into force if any)

MSZ 15481:2001 Definitions of seeds and certain propagating material. MSZH, Budapest, 35 p. 7/1/2001

**III. SIMILARITY TEST**

Completed papers should be submitted for consistency testing to facilitate consistency with other publications and to facilitate plagiarism control.

The student sends the text chapters of the completed dissertation

• Introduction

• Suggestion (Raise a topic)

• Literature review

• Material and method

• Results and their evaluation

• Conclusions and recommendations

• Summary

in a separate Microsoft Word or unencrypted pdf file to the supervisor, who performs the test with Turnitin (www.turnitin.com). The results of the examination must be sent to the student by the supervisor within 5 working days.

The result of the similarity test must be indicated on the Diploma Thesis preparation form, and the result file must be written on the CD containing the thesis.

The supervisor and the reviewer are obliged to check the result of the similarity test and make sure that the degree of similarity does not exceed 20% and that there are a maximum of a few (2-3 lines) random literal text matches in the thesis. If the similarity test confirms a greater degree of similarity, the submission of the thesis cannot be allowed or defended.

**IV. EVALUATION OF THE DIPLOMA THESIS**

After submitting the thesis, the supervisor must fill in the “Supervisor’s Opinion Form” (Annex No. 5) and evaluate the thesis.

The evaluation of the diploma thesis is carried out by a lecturer, researcher or external specialist appointed or requested by the competent institute / department. The evaluation shall be based on the Diploma Thesis evaluation forms and evaluation criteria in Annexes 6 and 7.

The candidate's readiness for discussion, proficiency in the topic, and answers to oral questions must be assessed separately at the institute / departmental defense.

**V. THESIS DEFENSE**

The thesis is defended by the candidate in the undergraduate education before the final examination in front of a designated committee of the institute / department, the members of which are the chairman, the reviewer, the supervisor, and the registrar. Other instructors may take part in the defense.

The candidate presents the main results of the diploma thesis in approximately 10 minutes. To do this, illustrative tools can be used and the candidate answers the review and questions from the reviewer. He then answers the questions from the committee members. This is followed by a substantive discussion of the thesis, at the end of which (based on the reviewer's calculation) - taking into account the remarks of the participants in the discussion - the committee qualifies the thesis and records the proposed grade in the minutes. (Annex 8)

After the discussion, the candidate will be notified of the acceptance of the thesis and the proposed grade.

The grade proposed for the thesis defense of the institute / department that is part of the final examination is approved by the Final Examination Committee, and modified if necessary.

Before the Final Examination Committee, the candidate has to present the main results of the thesis in approx.5-10 minutes. He then answers questions from members of the Final Examination Committee.

In matters not covered in this description, the qualification requirement, curriculum and study and examination regulations in force at any time shall prevail.

**Annex No. 1**

**Thesis preparation form**

The name of the student, Neptune code:........................................................................................

Thesis topic: ..................................................................................................................................

.......................................................................................................................................................

Name of institute / department:.....................................................................................................

Name of supervisor: ...................................................................................................... ..............

……………….….…..… ……………………….……… …………….……….……..….

 supervisor head of department/institute head of program

|  |  |  |  |
| --- | --- | --- | --- |
| Number | Date of consultation | Subject of the consultation | Signature of the supervisor |
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|  |  |  |  |

The result of the similarity test of the diploma thesis: ………………………

The thesis can be submitted and defended.

Debrecen, …………………………… ……………………………………………

 signature of the supervisor

**Annex No. 2**

***THESIS***

***or***

***DIPLOMA THESIS***

 *Kiss Ibolya*

 *Debrecen*

 *20..*

 *Kiss Ibolya*

 *Debrecen*

 *20..*

###

 *Debrecen*

**University of Debrecen**

**Faculty of Agricultural, Food Science and Environmental Management**

Name of the Institute/Department

Name of the head of Institute/ Department

Position

**THESIS TITLE**

 Ibolya Kiss

 name of the program

 Supervisor:

 Dr. Lajos Kovács

 associate professor

Debrecen

20…

If the consultant is not an instructor of MÉK, please indicate under her name the faculty whose instructor he/she is.

**Annex No. 3**

List of charts and illustrations

**Charts**

Chart 1 Proportion of ecological areas in Hungary, 1999-2002………………..12

Chart 2…………………………………………………………………………..12

Chart 3…………………………………………………………………………..15

**Illustrations**

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 Figure 2 ……………………………………………………………………… 7

 Figure 3 ……………………………………………………………………….8

**Annex No. 4**

**DECLARATION**

In the knowledge of my criminal and disciplinary liability, I ………………………………………………. declare and certify with my signature that the diploma thesis is the result of my own work. I handled the used literature in a correct way, I learned the way of correct handling of literary sources from the regulations, I complied with the legislation on the diploma thesis. I acknowledge that in case of violation of these requirements, my thesis will be rejected.

 signature

Date of birth:

I consent to the submission of the dissertation.

 signature of the supervisor

**Annex No. 5**

**SUPERVISOR’S EVALUATION FORM**

The evaluation of the work and diploma thesis of

 ………………………..…………………………………………… student

 ………………………………………………………………name of the department

 ………………………………………………….…………… .. program

Thesis title:……………………………………………………………………………………………

…………………………………………………………………………………………………………

…………………………………………………………………………………………………………

Evaluation of the diploma thesis:

1. Can the dissertation be considered as an independent work of the student? yes

 no

2. Did the student use the regular consultation opportunities? yes

 no

3. Do you consider the professional content of the dissertation acceptable? yes

 no

4. Did the student follow the supervisor's instructions? yes

 no

5. The thesis can be evaluated

 cannot be evaluated

6. The grade of the review of the thesis:

7. Other additions, remarks:

……………………………., 20….. year ………………. month …… day.

………………………………

supervisor's legible signature

**Annex No. 6**

**Referee’s report**

in the case of own experimental studies

The author of the thesis:

Program:

Thesis title:

1. Nature, significance and relevance of the topic (max. 7 points): points

Short justification:

1. Evaluation of processing literature (max. 10 points): points

Short justification:

1. Form, structure and style of thesis (max. 5 points): points

Short justification:

1. Applied test methods used (max. 10 points): points

Short justification:

1. Evaluation of results (max. 10 points): points

Short justification:

1. Validity of conclusions and suggestions, usability of theory and practice

(max. 8 points): points

Short justification:

Total score (max. 50 points): points

Textual evaluation of the result of the similarity test:

Reviewer’s proposed grade:

Questions at thesis defence:

Name, position, place of work of the reviewer:

Date: …….………………………… …………………………………..

 signature

**Evaluation of diploma thesis in case of own experimental studies**

**1. Nature, significance and relevance of the topic (max. 7 points)**

**5-7 points:** The topic is relevant, actual and of great practical significance, which was presented in sufficient detail in the thesis.

**2-4 points:** The topic is less relevant and actual and of average practical significance, which may not have been presented in sufficient detail.

**1 point:** The topic is not relevant and actual and has less practical significance. The presentation of the significance and relevance of the topic is inaccurate and incomplete.

**2. Evaluation of the processing of the literature (max. 10 points)**

**7-10 points**: The author carried out independent, library research and literature database analysis, compiling his work based on the dominant international and domestic literature. The author understands the main conclusions of the literature, is able to collide them with each other and analyze them critically. The literature part of the thesis can form the basis of the preparation of a review article. The chapter “Literature review” relies on the processing of Hungarian and foreign language literature, and it is clear, analytical, and logically uniform.

**3-6 points**: The author performed independent, library research and literature database analysis. He compiled his work primarily on the basis of the dominant Hungarian literature. The author understands the main conclusions of the literature, is able to collide them with each other and analyze them critically. The “Literature Review” section is relatively clear and analytical, but contains possible repetitions and / or is illogical in some places.

**1-2 points**: The author uses only the best known / most readily available literature. The dissertation relies on the processing of only a few (approx. 4-5) Hungarian language literature. There are repetitions in the information from different sources. The text is not in a logical unit.

**3. Form, structure and style of the thesis (max. 5 points)**

**4-5 points**: The diploma thesis is well-structured, properly styled and composed. Minor errors due to carelessness are rarely found in it.

**2-3 points**: The language of the thesis is cumbersome, complicated, with several mistakes.

**1 point**: The thesis is difficult to review, carelessly structured, with many mistakes.

**4. Applied test methods used (max. 10 points)**

**8-10 points**: The applied methods are suitable for drawing the appropriate conclusions and have been presented in sufficient detail. Tests can be reproduced as described. Minor deficiencies resulting from carelessness occur only infrequently.

**4-7 points**: The applied methods are suitable for drawing the appropriate conclusions, but they have not been presented in sufficient detail, the reproducibility is only partial. The chapter contains some minor inaccuracies and errors.

**1-3 points**: The methods used are not presented in a comprehensible and traceable way, they are not suitable for drawing the appropriate conclusions and they have not been presented in sufficient detail. The chapter is a carelessly edited work with many errors.

**5. Evaluation of results (max. 10 points)**

**8-10 points**: The diploma thesis presents the results of the work, evaluates them logically, clearly, analyzes them critically.

**3-7 points**: The thesis presents the results of the work with a short evaluation, but the work contains inaccuracies and mistakes.

**1-2 points**: The thesis only communicates the results of the work inaccurately, incorrectly, without evaluation.

**6. The validity of the conclusions and suggestions, the usability of theory and practice (max. 8 points)**

6-8 points: Realistic, well-founded, correct and practical conclusions and suggestions were formulated from the results.

3-5 points: The conclusions and suggestions made are not well-founded and not practical enough.

1-2 points: Conclusions and recommendations were not formulated or were not formulated on the basis of the results.

**Thesis evaluation:**

1-26 points - unsatisfactory

27-32 points - satisfactory

33-38 points - fair

39-44 points - good

45-50 points - excellent

**Annex No. 7**

**Referee’s report**

in the case of analytical work

The author of the thesis:

Program:

Thesis title:

1. Recognition and formulation of the research / analysis problem (max. 7 points): points

Short justification:

1. Processing literature (max. 10 points): points

Short justification:

1. Form, structure and style of thesis (max. 5 points): points

Short justification:

1. Independent analysis and the methods used for them (max. 10 points): points

Short justification:

1. Evaluation of results (max. 10 points): points

Short justification:

1. Validity of conclusions and suggestions, usability of theory and practice

 (max. 8 points): points

Short justification:

Total score (max. 50 points): points

Textual evaluation of the result of the similarity test:

Proposed grade:

Questions at thesis defence:

Name, position, place of work of the reviewer:

Date: …….………………………… ………………………………………

 signature

**Evaluation of diploma thesis in case of analytical work**

**1. Recognize and formulate the research / analysis problem. (max. 7 points)**

**5-7 points**: The research area was presented in sufficient detail. The research questions and hypotheses are consistent with the research problem. The wording of the hypotheses is correct.

**2-4 points**: The consistency of the problems outlined in the research and the research questions and hypotheses is not appropriate, or the hypotheses are not properly formulated. The presentation of the research area was not done in sufficient detail.

**1 point**: The presentation of the research area is inadequate, incomplete. No relationship can be established between the research problem and the formulated hypotheses.

**2. Evaluation of the processing of the literature (max. 10 points)**

7-10 points: The author carried out independent, library research and literature database analysis, compiling his work based on the dominant international and domestic literature. The author understands the main conclusions of the literature, is able to collide them with each other and analyze them critically. The thesis is of review quality. The chapter “Literature review” relies on the processing of Hungarian and foreign language literature, it is well-structured, analytical, and logically uniform.

3-6 points: The author performed independent, library research and literature database analysis. He compiled his work primarily on the basis of the dominant Hungarian literature. The author understands the main conclusions of the literature, is able to collide them with each other and analyze them critically. The “Literature Review” section is relatively clear and analytical, but contains possible repetitions and / or is illogical in some places.

1-2 points: The author uses only the best known / most readily available literature. The thesis relies on the processing of only a few Hungarian-language literature, the number of sources is disproportionately low compared to the requirements. There are repetitions in the information from different sources. The text is not in a logical unit.

**3. Form, structure and style of the thesis (max. 5 points)**

4-5 points: The diploma thesis is well articulated, properly styled and composed. Minor errors due to carelessness are rarely found in it. The scientific terminology is appropriate.

2-3 points: The language of the thesis is cumbersome, complicated, with several mistakes. Scientific vocabulary is not mastered or used.

1 point: The thesis is difficult to review, carelessly edited, with many mistakes. The technical terms are used incorrectly or not at all.

**4. Independent analyzes and the methods used for them (max. 10 points)**

8-10 points: Research methodological (mathematical, statistical, bibliographic) knowledge is well applied. Performs independent analysis work. It uses a novel approach and interpretation in the given research area / research problem.

4-7 points: Research does not apply methodological (mathematical, statistical, bibliographic) knowledge well or at all. Little independent analysis work is done. It does not apply a novel approach or interpretation in the given research area / research problem.

1-3 points: Research does not apply methodological (mathematical, statistical, bibliographic) knowledge. It does not perform independent analysis work.

**5. Evaluation of results (max. 10 points)**

8-10 points: The diploma thesis presents the results of the narrower field of study in the literature, evaluates them logically, intelligibly, and analyzes them ritically.

3-7 points: The dissertation gives the results of the most important sources, with a short evaluation, but the work contains inaccuracies and mistakes.

1-2 points: The diploma thesis only communicates the results of the literature sources, possibly inaccurately, incorrectly, without evaluation.

**6. The validity of the conclusions and suggestions made, the usability of the theory and practice (max. 8 points)**

6-8 points: From the results, realistic, well-founded, correct and (possibly) practical conclusions were formulated. Answers to the hypotheses are supported by the results.

3-5 points: Answers to the hypotheses are not sufficiently explained by the results.

The conclusions and recommendations made are not sufficiently well-founded.

1-2 points: Answers to the hypotheses are not supported by the results. No conclusions or recommendations were made or based on the results.

**Thesis evaluation:**

1-26 points - unsatisfactory

27-32 points - satisfactory

33-38 points - fair

39-44 points - good

45-50 points - excellent

**Annex No. 8**

**PROTOCOL**

on the defense of a thesis

**Student's personal data:**

**Name:**

**Date and place of birth:**

**Mother's name:**

**Program title:**

**Thesis title:**

**Composition of the Committe:**

**President:**

**Members:**

**Registrar:**

Characterization of the answer of the questions asked at the student's defense. The professional competence of the candidate - in the topic of his / her diploma thesis - (the Referee’s report –Annex No. 6. or 7.) and the supervisor's evaluation form (Annex No. 5) must be attached).

**Commission’s decision on qualification**

It is concluded that …………………………………………………... student defended his / her

thesis before the …………………………………….. ………………………………….

Department / Institute Committee (his / her dissertation was not defended) and the Commission

suggests a grade:……………………………………………….

.

Debrecen, 20... …………….

Signatures:

 \_\_

 President of the Committee

 Member of the Committee Member of the Committee

 Member of the Committee Member of the Committee

 Notary

Based on the presentation before the Institute / Departmental Defense and the Final Examination Committee, the qualification of the diploma thesis was accepted with a ……………………………………… mark by the Final Examination Committee.

Debrecen, 20. ……………………..

President of the Committee