

Enterprise Theory and Practice Doctoral School

Formatting and content requirements of the doctoral dissertation

The thesis topic

The topic of the dissertation is a scientific task, the basic problem of which is consistent with one of the research themes of the Doctoral School. The material and personal conditions needed to solve the research problem are available at the site where the PhD student conducts the research.

Writing the doctoral thesis is intended to prove that the PhD student

- has the level of professional knowledge required to obtain a PhD degree at his/her own discipline,
- is familiar with and can use the methods of the profession,
- is capable of using such a complex approach which is needed to handle the technical problems.

With writing the dissertation, the PhD student demonstrates that he/she is able to solve a specific scientific task with the knowledge obtained and presents his/her new scientific results in a predetermined content and formatting framework.

Content requirements

The general content requirements of the thesis are as follows:

- The doctoral dissertation must be the candidate's own work; co-authorship is not allowed.
- It addresses a current issue that the candidate analyses in accordance with the rules accepted by the profession, with the help of advanced, up-to-date methods and tools.
- It clearly states the goals of the study.
- It contains a description of the topic, a review, analysis and critical evaluation of the literature.
- It presents the research methods and tools.
- Provides a detailed explanation of own research results, highlighting the new scientific results.
- It contains a substantive summary, including the conclusions, proposals for practical application and/or proposals for further research on the topic.
- The dissertation includes a list of references cited in the text.

Formatting requirements

The general formatting requirements of the dissertation are regulated by the MEDSZ 16.§. The proposed structure of the thesis is as follows:

- The language of the dissertation is either Hungarian, English or German.
- The Title Page must include the PhD or Doctoral thesis designation, the author's name, year and place of the thesis
- The Internal Page must include the name of the author, supervisor and co-supervisor, name of the Doctoral School, the name of the head of the Doctoral School, place and

date of the dissertation, as well as the DOI after the successful defence of the dissertation

- Table of contents, list of figures and tables
- Recommendation of the supervisor – which includes an evaluation on the candidate's publication performance; maximum 3 pages
- Introduction, which includes the research problem, the significance of the topic, the reasons for choosing the particular subject, the purpose and methodology of the research and the tasks to be solved
- Literature review
- The empirical basis and methodology of the research
- Presentation of results, specifically focused on the new scientific results
- Conclusions and recommendations
- A summary up to 2 pages long in the language of the dissertation and in another language (it should include the motivation for choosing the topic, applied approaches, results, conclusions and recommendations)
- Bibliography & the candidate's scientific publications
- Annexes, appendices
- Acknowledgements, if the candidate considers them justified.

The extent of the thesis submitted to public defence must not exceed 130 pages (without the annexes). Those dissertations that exceed the permitted maximum 130 pages in compliance with the formatting requirements, are considered defective and cannot be submitted and accepted.

- A4 paper size,
- Faux leather covering,
- Min. 2.5 cm margins,
- Single spacing, Times New Roman font,
- 12-point font size, 10-point for tables.

The literary sources used must always be referred to. For the method of citation and compiling the bibliography the Harvard referencing style is recommended. For further information pls. consult:
<http://openjournals.net/files/Ref/HARVARD2009%20Reference%20guide.pdf>

The content requirements of the thesis summary

The candidate must also attach the thesis summary to the dissertation in 50 copies. The thesis summary of the dissertation includes (MEDSZ 16.§. (5)):

- In Part I a brief summary of the research task,
- In Part II a brief description of conducted research and experiments, the methods of collecting material, the exploration and use of resources,
- In Part III a brief summary of the scientific results and their possible practical application.
- In Part IV the list of publications related to the dissertation's topic.
- In case of a dissertation using collective research or printed work the candidate describes in detail and accurately his/her work in the effort and the contribution to the results. The candidate must have the theses endorsed by the other members of the

collective in advance, who declare at the same time that they recognize the results presented in the theses as the results of the candidate.

Formatting requirements of the thesis summary

- The Title Page includes „Theses of PhD dissertation” designation, the name of the Doctoral School, the name of the head of the Doctoral School, the name of the supervisor, the name of the candidate and the title of the dissertation, place and time (year) of the dissertation.
- The thesis summary includes the table of contents, parts indicated at the content requirements, bibliography, publications of the candidate.
- The thesis must be prepared in Hungarian and English.
- A5 paper size, paper binding
- 2.5 cm margins, single spacing, Times New Roman font, 12-point font size