



Annex
to the Regulations of the Doctoral School of Engineering

GUIDE

for writing a doctoral thesis

Coupons

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1. Preamble

a) This guide contains recommendations for the writing of the doctoral thesis by the doctoral student, with the aim of complementing, if necessary, the guidance received from his/her supervisor.

b) The PhD supervisor is the only person in a position to guide the PhD student in carrying out the research and writing the PhD thesis in compliance with the regulations of the Doctoral School of Engineering (SDI) and the laws in force.

c) The author of the doctoral thesis and the supervisor are jointly and severally responsible for compliance with standards of quality and professional ethics, including the originality of the thesis content.

d) The content of the PhD thesis must be original, innovative, clearly expressed and based on the PhD student's own research.

e) This guide is intended to assist the doctoral student in writing the doctoral thesis without imposing certain constraints that might limit the presentation of their own results compared to data in the literature, the research methodology used, the significance of the results obtained or the clarity in expressing their own ideas.

2. Formal structure of the thesis

Theses developed in SDI will have the following mandatory elements:

- *Cover page - (see Annex 1. Cover page template)*
- *Title page - (see Annex 2. Title page template)*
- *Preface*
- *Coupons*
- *List of figures*
- *List of tables*
- *List of notations*
- *Introduction*
- *Chapter structure (chapters and sub-chapters-see Annex 3. Model thesis content)*
- *General conclusions and personal contributions*
- *Bibliography*
- *Attachments*

3. Content elements

a) The table of **contents** contains the headings and subheadings of all chapters and subchapters with the page number at the beginning of each chapter. The table of contents will be inserted immediately after the Preface, followed by the list of figures, tables and notations, and then the actual content of the thesis.

b) The **introduction** shall not exceed 10 pages, shall not be numbered as a chapter and shall contain the following:

- *the international scientific context of research in the field;*
- *the reasons for the choice of topic;*
- *novelty, topicality, importance of the theme;*
- *inter- and transdisciplinary character;*

- presentation of the main objectives of the PhD thesis;
- *brief description of each chapter of the doctoral thesis with emphasis on own results/contributions obtained.*

c) Structure by chapters

The thesis will contain a minimum of 3 chapters, numbered ascending and divided into sub-chapters.

In general, the thesis will be structured in two parts: a part that includes a framing of the thesis in the international context of research in the field and a part that includes the results obtained and own contributions. In detail, the contributions part will include Materials and methods used, respectively, Results obtained, in which will be presented Own theoretical/experimental results obtained as well as Discussions/interpretations on own results obtained.

The first chapter will be a theoretical study in the field of the PhD thesis topic and, together with the introduction, should not exceed 30% of the entire content of the PhD thesis. This first chapter will aim to clearly present the state of knowledge in the field of the chosen topic: definition of fundamental concepts; critical treatment of the bibliography; presentation, description and interpretation of data from the literature; examples of the most commonly used theoretical/experimental methods.

The second chapter is part of the contributions part of the thesis and deals with the materials and methods used. The contributions part will also include the laboratory or field instruments and facilities used, as well as the theoretical or experimental methods, procedures and techniques used, describing them in detail and specifying whether they are new or not, indicating each time the relevant bibliography.

In the other chapters of the contributions part, the theoretical/experimental results obtained will be presented, highlighting the personal contributions of the PhD student in correlation with articles published in ISI journals, or communicated at international and national conferences. Within these chapters the PhD student will aim to present the results of the thesis, respecting the logical order of the ideas and the requirements of coherence of the exposition, following the main thread of the proposed objectives. Each chapter will end with partial conclusions which represent a short summary section of the issues dealt with in the chapter and the results obtained.

d) General conclusions and personal contributions can be 4-6 pages long, represent the final chapter and will contain a structured presentation of all the results obtained, correlated with the topic addressed and the objectives formulated in the Introduction. Personal contributions, recognised by papers published in ISI or BDI journals or papers presented at national or international conferences, are highlighted. Any patents or other results obtained in the research for the thesis may also be mentioned, as well as outlining potential future research directions related to the topic.

e) The bibliography will contain a list of all sources of information used for the thesis. The bibliography is not numbered as a chapter. Papers authored or co-authored by the doctoral student have the name of the student indicated in **bold**.

f) Annexes (if applicable) are mentioned in the text of the thesis and appear in a separate section, numbered ascending (e.g. Annex 1, Annex 2, etc.). Annexes are not chapters.

4. Drafting rules

The doctoral thesis will be written by each doctoral student according to the provisions of the Individual Plan of Doctoral Studies in Romanian or another international language. Depending on the language in which the thesis is written, diacritics, accents, etc. will be used.

Each chapter starts with a new page and is written according to the model in Annex 3. All pages of the thesis will be printed on one side of each sheet only.

a) **Thesis size.** A PhD thesis can have on average 100-200 pages (without Appendices), of which a maximum of 30% is the monographic part (Introduction and first chapter) based on the current literature in the field of the PhD thesis. Exceptionally, depending on the nature of the topic, the thesis (without Appendices) may be up to 250 pages. It is recommended that the Annexes do not exceed 20% of the thesis content.

b) **Thesis format.** Thesis format is A4; line spacing 1.5 lines; 12 point Times New Roman (TNR) font; margins: 2.5 cm all round.

c) **Text alignment.** Text within paragraphs will be aligned between the left and right edges (Justify). The first line of each paragraph may have an indentation of 1.25 cm.

d) **Formatting titles.** Chapter headings should be centre aligned (Centre), written in 14 point TNR font, Bold and numbered consecutively. (1, 2, etc.)

Sub-chapter (paragraph) headings should be indented 1.25 cm, written in 12 point TNR Bold font and numbered consecutively. (1.1, 1.2, etc.).

Sub-paragraph headings will be indented 2.5 cm, written in 12 point TNR font, Bold + Italic and numbered consecutively. (1.1.1, 1.1.2, etc.).

e) **Tables and figures.** Tables and figures are numbered with 2 digits, separated by a full stop. The first digit represents the chapter number and the second digit represents the number of the table or figure in that chapter (Figure 1.1., Table 1.2.). The number of each table and figure will be followed by the title, all aligned centrally. The table number and title are given above the table, while the figure number and title are given below the figure. Where appropriate, the source of the data should also be indicated after the table/figure title.

f) **Page numbering** is done from the title page to the last page of the work, but without the number on the title page. The page number is inserted in the footer, centred, in 10 point TNR font.

5. Bibliographic references

For bibliographical references (citations) that occur during the writing of the thesis, the author will choose the numerical index system. Bibliographical references should be marked with [1, 2] or [4- 7] and the **bibliography** section should be marked:

[1] Popescu, I.; Ionescu, G. Book title, Publisher, City, year

or

[4] Popescu, I.; Ionescu, G. Article title, Journal/magazine name, vol. (no.), year, pages.

Web references will be completed with the date of access:

[x] uthority, year, Title web page [online]. Accessed on: date.

6. Ethics requirements

The taking over of ideas, definitions, arguments, etc. belonging to an author other than the author of the thesis can be done:

- a) by citing the article/book in question;
- b) by reproducing in the thesis author's own words.

In both cases, the relevant bibliographical references must be given. Plagiarism, copying of any kind and copy-paste of texts from printed or online sources are prohibited.

Falsification of experimental/theoretical data or of any kind is prohibited.

**Director of the Doctoral School of Engineering
Prof. dr. habil. eng. Zoltan-Iosif Korca**



ANNEX 1

[Cover design]

DOCTORAL THESIS

PhD supervisor:

Teaching grade dr. eng. First name NAME

PhD student:

First name First name

2021



[Title page template]

TITLE OF THESIS

Author:

First name First nam

DOCTORAL COMMITTEE:

President	Teaching degree. dr. eng. First name First name	of the	University Name
PhD supervisor	Teaching degree. dr. eng. First name First name	of the	University Name
Reviewer	Teaching degree. dr. eng. First name First name	of the	University Name
Reviewer	Teaching degree. dr. eng. First name First name	of the	University Name
Reviewer	Teaching degree. dr. eng. First name First name	of the	University Name

2021

