

**Thesis requirements**  
**Sociology BA programme**  
**introduced in the second semester of the**  
**Academic Year 2019/20**

**I. The purpose of the thesis**

By writing the thesis, students give evidence of their knowledge and skills acquired during the Sociology BA training. The thesis testifies to the fact that the student is capable of presenting a sociological problem and proposing relevant research questions, selecting and processing appropriate literature, using empirical methods adequate to the research objective, formulating their individual thinking and employing sociological terminology.

The structure and specific contents of the thesis may vary depending on its topic and the applied methods. Formal requirements, however, are mandatory to follow. From among those, plagiarism entails a fail grade and the initiation of a disciplinary procedure.

The thesis can only be submitted electronically. If the supervisor has given their consent, the student is required to upload the thesis in pdf format in the Neptun system at Studies/Degree thesis/Thesis application.

**II. Content requirements**

The thesis must contain the clear, intelligible presentation of the chosen topic and one or more research questions pertaining to it.

In addition to the presentation of the topic, the student should discuss the most important literature relevant to it in a way that it helps to answer the research questions(s). The student should specify in the thesis how and with what methods he/she intends to answer these questions.

The research question can be answered through the informed and analytical presentation of the literature and by employing empirical examinations. The empirical examination may be carried out by secondary analysis or by the analysis of data collected by the student.

**III. Recommended structure**

**1. Title**

**2. Abstract**

The summary of the research in 10-12 lines

**3. Table of contents**

**4. Introduction**

The introduction should contain the research topic, the research question and the presentation of the relevance of the research. The introduction may also include the most important points of literature, the brief discussion of the method applied and the conclusions.

## **5. Theoretical overview**

The theoretical part should contain the discussion of literature relevant to the research question, the presentation of previously pursued research on the topic and the interpretation of the key concepts of the thesis. The purpose of the theoretical part is to support the formulation of the research question(s) and hypotheses, if any.

## **6. Research questions, hypotheses**

One or more research questions should be posed, and, in the case of empirical theses, hypothetical answers offered to the research questions should also be formulated. Research questions and hypotheses should be in line with the literature overview. The formulation of hypotheses is primarily recommended in the case of theses employing the statistical analyses of hypothesis testing.

## **7. Methodology**

Methodology is the presentation of methods employed to answer the research questions and to the examination of hypotheses.

## **8. Analysis/results**

If the student has carried out an empirical examination, the results show the findings of the analysis.

## **9. Conclusions**

The conclusion should present and evaluate the answers that may be given to the research questions from the point of view of the hypotheses and the literature used, discuss the limits of the analysis presented in the thesis and indicate possibilities and directions of further research.

## **10. Bibliography**

A list of literature used in the thesis.

## **11. Appendices**

E.g. draft of an interview, full interviews, questionnaire etc.

# **IV. Formal requirements and referencing**

## **1. Formal requirements**

Minimum 30, maximum 40 pages of content not including the first page, table of contents, bibliography and appendices.

Font: Calibri 12 (titles may differ)

Line spacing: 1.5

Margins: 2.5 cm on all sides

Pages should be numbered (page numbers start on the first page after the cover page).

**First page of the uploaded file:**

Eötvös Loránd University <b>Faculty of Social Sciences</b> <b>BACHELOR PROGRAMME</b>	
 <b>„Title of the Thesis“</b>  	
<b>Supervisor:</b> „name“	<b>Candidate: /or Written by:</b> „name of student“ „Neptun-code“ Sociology programme
<b>Year, Month (e.g. March, 2022)</b>	

## 2. Referencing and bibliography

### A) *The bibliography*

The bibliography contains the literature (books, journal articles etc.) referred to in the text and in the footnotes. The bibliography should be arranged in alphabetical order by the authors' surnames. Each item of the bibliography is a sentence; they begin with a capital letter, they contain punctuation marks (parentheses, commas, colons) and end with marks denoting the end of the sentence. The different punctuation marks and the parts of the sentence marked with italics have different specific meanings. The three basic forms of bibliography entries (illustrated with fictitious examples) are the following:

#### Book

Author(s) name (year of publication): *Title of the Book. Subtitle of the Book.* Place of publication: Name of publisher.

Example: Smith, Joseph (2015): *The Garden. Our Green Home.* Budapest: Gardener Publishing House.

Interpretation: *Joseph Smith's book with the title The Garden. Our Green Home was published by the Gardener Publishing House in Budapest, in 2015.*

#### Article in a journal

Author(s) name (year of publication): Title of the Book. Subtitle of the Book. *Name of the journal,* number of the series (number of the issue): the page number where the article begins and ends.

Example: Smith, Joseph – Stuart, Anthony (2017): How to Water Plants? The Latest Tricks for Hydrating Houseplants. *Gardening*, 35 (2): 23–35.

Interpretation: *a joint article by Joseph Smith and Anthony Stuart in a journal with the title: How to Water Plants? published in the journal called Gardening, 35. series, 2nd issue of the year 2017. The article can be read on the pages 23–35.*

### Chapter of a book, excerpt

Author(s) name (year of publication): Title of the Chapter. Subtitle of the Chapter. In Name of the editor(s) of the book (Ed.): *Title of the Book. Subtitle of the Book*. Place of publication: Name of publishing house, the number of the first and last page of the chapter.

Example: Smith, John (2016): On Hoeing. In Smith: (Ed.): *Let's Do Some Gardening! Horticultural Practices*. Pécs: Horticulture Publishing House, 89–101.

*Interpretation:* The chapter on hoeing written by John Smith can be read in the book edited by him, entitled *Let's Do Some Gardening!* The book was published in Pécs in 2016 by Horticulture Publishing House. The chapter starts on page 89 and ends on page 101.

### Materials from the internet

Author(s) name (year of publication): Title of the Article. Subtitle of the Article. *name of the webpage*, month and day of the publication. ([the precise web address](#)) (The month and day of the last visit of the page.)

Example: Green, Isolde (2017): The Jewel of the Mediterranean Garden. *Evergreen*, January 15. (<http://www.evergreen.com/the-jewel-of-the-mediterranean-garden>) (Last visit: May 6, 2017)

*Interpretation:* The electronic article of Isolde Green entitled *The Jewel of the Mediterranean Garden* was published on the Evergreen (<http://www.evergreen.com>) website on January 15, 2017. The website was available at least until the time of downloading, May 6, 2017.

## B) Referencing

References can appear in the text body and in footnotes. (The footnotes comment on the text and contain thoughts and complementary information in addition to the text body.)

### When the author of the referenced work is included in the text,

the name is followed by the year of the publication of the work and, if necessary, the page number(s) in parentheses.

Example: Smith (2009) or Smith–Stuart (2012: 31) or Green (2016: 93–99).

*Interpretation:* The above short references with the author(s)' name(s) and the year of the publication of their work(s) and their page numbers refer to items of the bibliography. (See the examples of the bibliography above.)

### In other cases

The name(s) of the author(s) is within parentheses along with the year of publication and, if necessary, the page number(s).

Example: (Smith 2009: 64–73) or (Smith–Stuart 2012: 27) or (Green 2016).

*Interpretation:* The above short references with the author(s)' name(s) and the year of the publication of their work(s) and their page numbers refer to items of the bibliography. (See the examples of the bibliography above.)

## HKR 457/D. §

ad 81. § (10); 84. §

### **(4) On Sociology and Social Studies Bachelor Degree course (with the exception of the provisions laid out in paragraph (4a))**

a) at the final examination students presents and defends their degree thesis before the Final Examination Committee. The student responds to the questions raised by the opponent. The Supervisor is a member of the Final Examination Committee. The Final Examination Committee grades the defending of the student on a five-scale.

b) the rating of the degree certificate is the average of the following four grades rounded to two decimals:

ba) the result of two comprehensive exams determined in the curriculum.

bb) the grade given by the opponent for the degree thesis,

bc) the grade given by the final examination committee.

### **(4a) In the case of students beginning their studies in the Sociology and Social Studies Bachelor's degree programme in 2017 and beyond:**

a) The grade of the thesis shall be calculated on the basis of the grade given by the supervisor when submitting the thesis and the grade given by the opponent. The supervisor's grade on a five-grade scale is taken into account in 30% and the opponent's grade in 70%. (The sum of the two values is rounded to a whole number).

b) During the final exam, the student presents their thesis in 10 minutes, then defends it against the opponent's critique and answers the questions from the Final Examination Committee. The committee evaluates the student's exam on a five-grade scale. (This will be the grade for the final exam.)

c) The qualification of the diploma shall be the average of the following three grades rounded to two decimals:

- the grade of the dissertation,

- the final examination grade,

- the arithmetic mean of the grade point averages of the semesters completed in the programme, rounded to the nearest whole number.