COMENIUS UNIVERSITY IN BRATISLAVA
FACULTY OF MEDICINE

TITLE OF THE THESIS

2012 author’s surname and name
COMENIUS UNIVERSITY IN BRATISLAVA
FACULTY OF MEDICINE

TITLE OF THE THESIS
SUBTITLE OF THE THESIS
DIPLOMA THESIS

Study programme: name
Field of study: numeral code and name
Training work place: name of the department / clinic
Supervisor: name, surname, academic degrees and scientific-pedagogic degrees
Consultant: name, surname, academic degrees and scientific-pedagogic degrees

Bratislava 2012 author´s surname and name
Comenius University in Bratislava
Faculty of Medicine

THESIS ASSIGNMENT

Name and Surname:
Study programme:
Field of Study:
Type of Thesis:
Language of Thesis:

Title:

Supervisor:
Institutes:

Assigned:

Approved: ............................................

Head of Department / Clinic

............................................
student

............................................
supervisor
DECLARATION (optional)

This page contains the declaration of the student on the originality of the thesis. The declaration should be signed.

Examples:

I hereby declare that I elaborated this diploma thesis independently using the cited literature.

I declare, that the work is based on foundation of information sources mentioned in the final survey of literature.

I hereby certify that this diploma thesis is entirely the result of my own work and I have faithfully and properly cited all sources used in the thesis.

I hereby declare that this thesis is my original work and it has been written by me in its entirety. I have acknowledged all the sources of information which have been used in the thesis.

Date                     Signature
ACKNOWLEDGEMENTS (optional)

I would like to thank …
ABSTRACT

The Abstract contains the author’s name and surname, the title of the thesis, the name of the University, Faculty and Department / Clinic, the supervisor’s name and surname, the place and year of publication, number of pages. The abstract is a brief summary of the Diploma Thesis, stating only the problem, procedures used and the most significant results and conclusions. The text is written as one continuous paragraph. The scope of the abstract is 100 to 500 words.

If the thesis is written in a foreign language, it must include a resumé in the Slovak language. Language versions of abstracts are presented on separate pages.

3 – 5 keywords are part of the abstract.
FOREWORD

The Foreword is general information about the thesis, it contains the main characteristics and circumstances of its creation. The author includes a statement of the purpose of the thesis, briefly informs about the objectives and importance of the work, provides an overview of the domestic and international context, describes used methods, informs to whom the work is addressed.

The foreword is presented on a separate page.
LIST OF FIGURES (optional)

Fig. 1 [Image Name] .......................................................... x
Fig. 2 [Image Name] .......................................................... x
Fig. 3 [Image Name] .......................................................... x
LIST OF TABLES (optional)

Tab. 1 [Table Name] ............................................................................................................. x
Tab. 2 [Table Name] ............................................................................................................. x
Tab. 3 [Table Name] ............................................................................................................. x
ABBREVIATIONS AND SYMBOLS

Ao – aorta
CNS – central nervous system
DI – diurnal index
JET – junctional tachycardia ektoptická
RSV – respiratory virus synciciálny
VC – vital capacity
INTRODUCTION

The Introduction presents in a concise manner the state of knowledge on the topic of the thesis and contains a brief description of the contents of each chapter. The author highlights the importance of goals and objectives of the work and why he decided to process the subject.

The introduction is not numbered as a chapter and the recommended range is 1 - 2 pages.
CORE OF THE THESIS / GENERAL TEXT

REVIEW OF THE CURRENT STATE OF KNOWLEDGE
This part summarizes the state of knowledge on the topic at home and abroad.

AIM OF THE WORK
In this part the objectives of the work gained from the author’s own experience and knowledge in information research are briefly and clearly formulated.

METHODOLOGY OF THE WORK AND METHODS OF RESEARCH
This part analytically describes used methods and timing, procedures for obtaining data and data sources, methods of results evaluation and interpretation, statistical methods.

RESULTS
The author describes the observations made and findings obtained. Based on these results, he formulates hypotheses that refute, confirm or prove their validity under certain conditions. The results are presented concisely in a way that answers the study questions.

DISCUSSION
The Discussion analyzes and interprets the most obvious results, the new findings. The author describes how the results agree with the results from literature, and in case they disagree, he explains why the results differ from previously published works.

"Results" and "discussion" usually comprise about 30 to 40% of the thesis.
CONCLUSION

The Conclusion summarizes the most important results that highlight the outcome of the work and may provide guidance for future research and application. This part contains the author's view on the topic.

The conclusion is not numbered as a chapter and its extent is at least two pages.
LIST OF THE BIBLIOGRAPHIC REFERENCES

Examples of Entries of Cited Literature

Notes:

– **bold font = obligatory data**: regular font = optional data

– if there are two or three authors, we enter all of them. Individual authors are separated by a comma and a space, the last author is separated by a conjunction „a“ or „and“. If there are more than three equal authors we can enter all of them or we can enter only the first author, this entry is followed by the abbreviation „et al.“ or „and coll.“ or „a kol.“ (e.g. COLLINS, M.S. et al.). An author may be an individual author, an organization or a group.

Printed information resources

1. Books/monographs, final and qualifying thesis, research works

*Elements of description:*

SURNAME, Name of Author. Year of issue. *Title: subtitle*. Order of issue (edition). **Place of issue:** Publisher, year of issue. Number of pages (the last numbered page). Edition. **ISBN.**

*Examples:*


2. Journal articles

Elements of description:

SURNAME, Name of Author. Date of issue. Title of article. In: Title of source document. Year, No. of volume, No. of issue, scope of pages (p. from-to). ISSN.

Examples:


3. Contribution (e.g. a chapter) from composite book and monograph

Elements of description:

SURNAME, Name of Author of contribution. Year of issue. Title of contribution. In: Name of Author/Editor of a publication. Title of publication. Place of issue: Publisher, year of issue, scope of pages (p. from-to). ISBN.

Example:

4. Norms

Elements of description:

**Designation and number of the norm: year of issue** (not the year of approval or effective date), **Name of the norm**.

*Examples:*

ISO 690: 2010, *Information and documentation – Guidelines for bibliographic references and citations to information resources.*


5. Official documents – laws, decisions, decrees, etc.

Elements of description:

**Designation and number of the legislative document/year of issue, the abbreviation of the official document in which is the law published (e.g. Zb., Z.z.) Name of the document.**

*Examples:*

*Vyhláška č. 131/1997 Zb. Ministerstva školstva Slovenskej republiky o doktorandskom štúdiu.*

*Zákon č. 576/2004 Z.z. o zdravotnej starostlivosti, službách súvisiacich s poskytovaním zdravotnej starostlivosti a o zmene a doplnení niektorých zákonov.*

**Electronic information resources**

Notes:

In the case of electronic documents, the data: „Date of citation“ and „Availability and access“ are obligatory only for online documents.

After the main title of the electronic document the type of medium should follow in brackets ([online], [CD-ROM], [DVD] etc.).
6. Books/monographs, final and qualifying thesis, research works

Elements of description:

SURNAME, Name of Author. Year of issue. Title: subtitle [Type of medium]. Order of issue (edition). Version. Secondary creator. Place of issue: Publisher, date of issue. Update/revision date. [Date of citation]. Edition. ISBN. Availability and access

Example:


7. Articles in journals, collective volumes and other contributions

Elements of description:

SURNAME, Name of Author. Year of issue. Title of the article. In: Name/Title of source [Type of medium]. Place of issue: Publisher, Date of issue, No. of volume, No. of issue, location in the source document [Date of citation]. ISSN. Availability and access

Example:

APPENDIX A: APPENDICES (optional)

The Appendix can be the part of the thesis. Appendices are provided to give supplementary information. The appendix includes, e.g. illustrations, tables (graphs, photographs, charts, diagrams) or forms (questionnaires), etc.

Each appendix begins on a new page and is marked with numerals or letters in upper case letters (Annex A, Annex B, Annex 1,). Pagination of the attachments follows the numbering of pages in the main text.

Separate appendix contains the title of the attachment (e.g. User Guide) and the identification data from the title page of the thesis.
APPENDIX B: FORMATTING THE THESIS

Internal Regulation No. 7/2011, Guideline of the Rector of Comenius University in Bratislava, on the Basic Essentials of Theses, Rigorous Theses and Habilitation Theses, Check of Their Originality, Their Storage and Accessing at Comenius University in Bratislava.

Layout of the text

The text is written in Microsoft Word text editor. Times New Roman
Font: Times New Roman
Font Size: Normal Text: 12 pt
Chapter title: 16 pt (bold), subchapter title: 14 pt (bold)
Line spacing: 1.5 line spacing
Margins: top = 2.5 cm, bottom = 2.5 cm, left = 3.5 cm, right = 2.0 cm
Header: 1.25 cm
Footer: 1.25 cm
Format: A4

Example:

1 TITLE OF THE CHAPTER (16 pt, bold)
2.1 SECTION (14 pt, bold)
2.3.1 Sub-section (12 pt, bold)

Numbering of chapters

Chapters, sections and sub-sections are numbered in Arabic numerals. The numbering of the chapters starts with number 1. It means that introductory pages, the abstract as well as the conclusion are not numbered (have no number), however, they should be counted.

A dot is used between numbers indicating different levels of sub-headings. It is not used after the last number indicating the level and after the title of the chapter, section or sub-section.
Numbering of tables and figures

Tables are numbered consecutively throughout the text (e.g. Table 1 or Tab 1). The serial number and the legend are located above the table, the source is cited under the table. If the table does not apply to text work, it is added in the appendix.

Example:

Table 1 Table Legend

<p>| | | |</p>
<table>
<thead>
<tr>
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</tbody>
</table>
Source

Illustrations (images, charts, etc.) are numbered and correspond to the numbering in the text. (e.g. Figure 1 or Fig 1). The serial number and the legend are located under the illustration. If the image or graph is taken from another document, the reference to the original source should be given.

Example:

Chart 1 Chart Legend (Source, 2011)
APPENDIX C: FORMAL STRUCTURE OF THE THESIS

The thesis contains the particular sections in this order:

- Cover = mandatory part
- Title list = mandatory part
- Assignment = mandatory part
- Declaration = recommended part
- Acknowledgments = optional part
- Abstract = mandatory part
- Foreword = mandatory part
- Contents = mandatory part
- List of figures, tables, etc. = optional part
- List of abbreviations and symbols = mandatory part
- Introduction = mandatory part
- Core of the Thesis = mandatory part
- Conclusion = mandatory part
- List of references = mandatory part
- Appendices = optional part