Information on writing scientific papers in BMS

A short guide for students

Last updated: 13.12.2023

Dear student,

With this document, we want to provide you with our recommendations and expectations for writing a scientific paper in the BMS degree course.

This paper covers different topics. These include:

- **Scientific Circle for Bachelor Thesis**
    - o Students show that – based on the theoretical and practical knowledge gained during their studies – they can independently resolve a scientifically and commercially relevant problem by studying the facts, providing new insights, drawing conclusions and giving recommendations.
- **Content guidelines for thesis proposal**
    - o This guideline provides an overview of the expected content of your research proposal for the bachelor thesis.
- **Formal guidelines for scientific papers (incl. thesis proposal)**
    - o formatting, font, font size, font colour, line spacing, language, page numbering, margins, text format, citation method, declaration of independence (example), use of AI-based systems, n.b permission to use AI-based systems, number of pages
- **Flow chart final thesis**
    - o Basic steps in registering for and working on your thesis.
- **Further information**

Evaluation Sheet FPO2022

BMSB3800 Scientific Circle for Bachelor Thesis

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(Name of the student / matriculation number)

Provision of an initial thesis outline – research proposal	◯
Instructions on formal guidelines (e.g.: volume, Harvard-referencing-system, relevant forms, etc.)	◯
Brief revision of the Hallmarks of Science (e.g.: Objectivity, Testability, etc.)	◯
Clarification of the detailed research topic of the thesis (e.g.: formulation of the research questions, outlining of hypotheses in case of quantitative research – and propositions in case of qualitative research, etc.)	◯
Guidance on research methodology (e.g. quantitative versus qualitative approaches)	◯
Review of the chosen research methodology (e.g.: review of the empirical tool)	◯
Provision of an elaborated and well-structured Thesis proposal (see attached guidelines)	◯
Supervision of the data collection (e.g.: circumstances for data collection, assuring a pre-test in case of quantitative research and pilot-testing in case of qualitative research)	◯
Supervision of the data analysis (e.g.: comments on the data analysis, etc.)	◯
Instructions on the thesis submission-process (e.g.: amount of copies to be submitted, etc)	◯

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(Place, Date)   (Signature of the 1st tutor)

Content guidelines for thesis proposal

The research proposal represents an integral part of the BMSB3800 Scientific Circle course. As a part of this course, students must submit a detailed research proposal for their planned bachelor thesis. A research proposal must include:

- Title page (Title of the thesis, student name, etc.)
  - Title (max. 250 characters incl. spaces)

- Abstract/Summary (max. 1.000 characters)
  - Please summarise your research proposal. Doing it after you have completed all the other sections is recommended.

- A general overview of the research problem or a research gap (max. 2.500 characters)
  - Please describe the challenges that your research will tackle by answering the following questions:
    - What is the status quo in the field addressed?
    - What are the main gaps that your research is tackling?
  - Support your statements with statistical information and examples.

- A statement of the specific research question (max. 2.500 characters)
  - State the specific issue or problem that your assignment will focus on
  - Describe the main expected results of the research that will help to tackle the challenges and the gaps identified in the previous section.
  - A certain number of hypotheses or propositions
    - main research hypothesis (*quantitative* research) OR
    - main propositions (*qualitative* research).

- The planned research activities and their main outputs (max. 4.000 characters)
  - Delineate and present your chosen research methodology appropriate to your research topic; provide the scientific justification.
  - Outline the planned main activities of the research.
  - Specify the main outputs of the research. The main outputs are understood as the outcome of your research.
  - List and describe the main target groups benefitting from/using each main output
  - Describe which data you will use in your research; distinguish between primary and secondary sources/data.
    - Which challenges can you see in obtaining that data, and how will you address these challenges?
    - What happens if you are not able to get the necessary data?
  - A draft of the applied empirical tool

- An initial literature review (use *Harvard referencing*)
  - Describe which literature you have consulted so far and which literature you plan to use in your research.

Formal guidelines for scientific papers (incl. thesis proposal)

Font	Arial	Times New Roman
Font size	11 pt	12 pt
Font colour	black	
Line spacing	1.5	
Language	British English	
Page numbering	End of page: centred or right	
Margins	Left: 2.50 cm Right: 2.50 cm Bottom: 2.00 cm Top: 2.50 cm Header: 1.25 cm Footer: 1.25 cm	
Text format	Justified	
Citation method	Harvard Referencing. Partial citations embedded in the text + full details provided a final section "References" http://en.wikipedia.org/wiki/Parenthetical_referencing (implement one citation consistently)	
Declaration of independence (example)	"I hereby declare that I authored this thesis independently and that I have not used any sources or aids other than those referenced in the thesis. In particular, I have not used any AI-based systems for text generation (unless expressly permitted). I have explicitly marked all material which has been quoted either literally or by content from the sources used. This work, with identical or substantially similar content, has not been previously submitted for any examination process."	
Use of AI based systems: text to be included **N.B Permission to use AI based systems may vary. Please consult with your 1st supervisor.**	"I have completely referenced the AI-based systems for text generation used in the preparation of this thesis with their product name, source of supply (e.g., URL) and information on the extent of their use. All AI-generated text passages are clearly marked as such, indicating the input information used ("prompts"). Throughout the preparation of this thesis, I have worked independently and exercised oversight in the use of AI-based systems".	
Number of pages	There is no fixed upper limit for the number of pages for theses. The following information only serves as a guideline. Bachelor's theses should be between 40 and 50 pages. Master's theses should not exceed 60 pages. The values given refer to the explanations on the topic including figures and tables in the text. The expected length of the thesis should always be agreed with the supervisor of the thesis.	

Flow chart final thesis

Step	Student	Professor	Student office / examination office
1	Check the prerequisites.		Check the prerequisites.
2	Thesis request (usually by e-mail)		
3		Discussion of topic	
	Choice of topic and preparation of a research proposal		
		Feedback on research proposal	
4	Forwarding Research Proposal		Scientific Circle accounting
5	Complete and sign the application for admission to the thesis (additional forms if necessary)		
6		Sign application form	
7	Forwarding the application		Checking the requirements and confirmation of the application with notification of the last submission date
8	Working on the thesis	Supervision of the thesis	
9	Submission of the thesis to the study office by the deadline (NEW submission via e-HOST)		
10		If the thesis has been passed: Arrangement of a date for the colloquium	
11	Colloquium (online or face-to-face)	Evaluation and implementation of the colloquium and forwarding of the results to the study office	
12			Preparation of the final certificate

Further Information

When preparing for your Final Thesis, make sure you are familiar with the following documents, which contain relevant information regarding the administrative procedures as well as hints regarding academic writing:

1. „Rahmenprüfungsordnung der Hochschule Stralsund" and subsequent "Änderungen zur Rahmenprüfungsordnung". These documents are available from the HOST and degree course websites.

2. "Fachprüfungsordnung des Bachelorstudienganges International Management Studies in the Baltic Sea Region der Hochschule Stralsund." der Hochschule Stralsund." These documents are available from the HOST and degree course websites.

Helpful links:
- Setting up your connection to use the library outside of the university network (VPN needed outside of campus!):
- Installing a VPN: https://www.hochschule-stralsund.de/en/host/einrichtungen-und-verwaltung/hochschulbibliothek/medienrecherche/nutzungs-und-zugangsbedingungen/
- University library: https://www.hochschule-stralsund.de/en/host/einrichtungen-und-verwaltung/hochschulbibliothek/
- Online library: https://opac.lbs-greifswald.gbv.de/DB=2/LNG=DU/
- While using the VPN you can access many databases like **Statista**, Web of Science, WISO etc: https://www.hochschule-stralsund.de/host/einrichtungen-und-verwaltung/hochschulbibliothek/medienrecherche/facheinstieg-wirtschaft/
- General information: https://www.hochschule-stralsund.de/en/studium-und-lehre/mein-studium/pruefungen/
- General information regarding your final thesis: https://www.hochschule-stralsund.de/en/studium-und-lehre/mein-studium/pruefungen/abschlussarbeit/
- Tips for your thesis: https://www.hochschule-stralsund.de/host/einrichtungen-und-verwaltung/hochschulbibliothek/wissenschaftliche-services/tipps-fuer-die-abschlussarbeit/