Master’s thesis sample

京都大学大学院工学研究科

社会基盤工学専攻修士論文 または 都市社会工学専攻修士論文

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Master’s Thesis

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Title of Master’s thesis

（修士論文の題目）

京都大学大学院　工学研究科　○○○○工学専攻

○○○講座　○○○分野

Author name

----- How to make a cover -------

1. A paper size is A4.
2. Attach a cover in the same format as this example at the beginning of your master’s thesis. (Kyoto University logo is also required)
3. For those who have shortened the master’s course period, please confirm the description of year and month with the professor in charge of academic affairs.
4. The thesis title and author’s name should be the same as the “学位論文審査願・論文目録” and “修士学位論文調書” submitted previously.
5. Do not add page numbers to the cover page.

Abstract

Attach the abstract of the paper so that you can clearly understand the content of the paper (objectives, research method, analytical method, results, conclusion, etc.) in one A4 sheet. The abstract will be written in either Japanese or English. Regarding the margin of page, be sure to follow the instruction on the manuscript preparation described below.

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1. Add a table of contents to the next page of the abstract. There are no specific rules regarding details of the format.

1. Sample of thesis and manuscript preparation

Prepare a manuscript according to the “How to prepare a Thesis” below. There are no specific rules regarding the details of the format other than those described in “How to prepare a Thesis”. Follow the instructions by your supervisor and prepare a manuscript with reference to this example.

# 1.1 Master’s thesis preparation and confirmation of submission items

In order to write a Master’s thesis and obtain a degree, it is necessary to submit an application form and a manuscript by the designated date. Please fully understand the following procedures and make sure that you do not miss the deadline.

* Submit the following three forms by the designated date; 1) 学位論文審査願・論文目録, 2) 学位論文調書, 3) 電子メールによる論文題目等の報告事項 (information on thesis title etc. by an e-mail). You cannot change the title of your manuscript after it has been submitted. The title of the Master’s thesis must be the same as the description in these materials.
* Submit a PDF file of the Master’s thesis to PandA by the designated deadline. In addition, Submit a copy of the thesis directly to the supervisor and the two sub-supervisors. Contact the supervisors in advance regarding the submission method.
* Prepare a 2-page outline of the paper before the public hearing, make an appropriate number of copies, bring it to the public hearing space, and distribute it to the audience before the presentation begins. To prepare the 2-page outline, follow the instructions shown in another file and use a format.
* Revise your manuscript and outline, considering the comments in the hearing and defense meeting, and make a final version. Make PDF files of the final version of manuscript and outline, and then submit these files to PandA by the designated date. The final submissions are the following two items.

1) a PDF file of the Master’s thesis after revision

2) a PDF file of the 2-page outline after revision

# 1.2 How to prepare a thesis

The Master’s thesis, including a cover, is created as an electronic file. Handwritten manuscripts and figures should be converted into electronic files using a scanner etc. Make a PDF file from the electronic file of Master’s thesis. Follow the instructions below when preparing the manuscript for your Master’s thesis.

## 1.2.1 Contents of the manuscript

The standard contents of the manuscript include a cover, abstract, table of contents, text (including figures and photos), appendix, and references.

## 1.2.2 Paper size and margins

The size of the paper is A4. The left and right margin of the paper is 20 mm or more, the top margin is 25 mm or more, and the standard distances from the bottom of the paper to the page number and the bottom margin are 15 mm and 25 mm, respectively.

## 1.2.3 Number of pages and file size

The maximum number of pages for a paper is approximately 100 pages, including the cover, text, appendix, references, figures and tables. Also, the size of the PDF file for the Master’s thesis should be within 50MB. If it is larger, consult the professor in charge of academic affairs.

## 1.2.4 Number of lines and characters

The standard is 35 lines per page, 40 double-byte characters per line and 10.5 or 11 points for font size.

## 1.2.5 Figure and table

Give a series of numbers and titles for figures and table in each chapter or through the entire paper. There are no specific rules regarding the placement of figure title. Please follow the instructions by supervisor.

## 1.2.6 Equations

Give a series of numbers for equations in each chapter or through the entire paper.

## 1.2.7 Chapter, section and subsection

The point system is the standard. For example, Chapter 2, Section 3 represents 2.3.

## 1.2.8 References

References should be summarized at the end of the manuscript, and the references in the text should indicate which reference is cited. When citing references by numbering them in the order in which they are cited, make a reference list at the end of the manuscript. When citing references such as “Katsura (2011)” in the text, describe the references in the order of author name, article name, journal name (book title), volume number, page, date of publication at the end of the thesis.

## 1.2.9 How to make a PDF file

Follow the procedure below to make a PDF file of the Master’s thesis. Also, make a PDF file of the outline.

* Regarding how to make a PDF file, refer Acrobat User Guide.

https://helpx.adobe.com/acrobat/user-guide.html

* Combine one file as a PDF file of the Master’s thesis. Do not compress the file.
* File name is「author name.pdf」. For example, the Master’s thesis by都市太郎 is in the following, using lowercase letter;

toshi\_taro.pdf

* Download Adobe Reader DC from the following web site and check that you can view and print the created PDF file.

https://helpx.adobe.com/reader/get-started.html

* Be sure to **embed all the fonts** to make a PDF file in order to eliminate the computer dependency. In particular, when using Windows or Macintosh OS, be careful not to use computer-dependent characters such as circled numbers and Kanji characters exceeding JIS Level 2.
* **Do not set a security password.**
* In addition to the above PDF files of the Master’s thesis, make the PDF file of a 2-page outline of the Master’s thesis.
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以上