

## Instructions on Structuring a Master's Thesis

The first page with writing on after the front cover must be set out in exactly the same way as the cover itself (see example).

This is followed by a page containing a short explanation of when and in what department or institute the thesis was written. The start and end dates are, respectively, the date on which the commencement of the master's thesis was communicated to the Examination Office and the date on which it was submitted. The names and academic titles of the supervisor/first reviewer and the second reviewer go at the bottom of this page (see example).

Page 3 contains the affirmation in lieu of an oath. The "Rules of Good Research Practice" can be found on the German Research Foundation website ([www.dfg.de/en/](http://www.dfg.de/en/)).

Acknowledgments can be added on page 4 if desired. The table of contents follows the acknowledgments.

The bibliography goes at the end of the thesis.

The appendix is for machine-generated data that is not being interpreted at this point, such as illustrations of spectra, crystallography tables, lists of abbreviations used, a list of program codes, etc.

Any typeface can be used, not just ARIAL. The following typefaces are recommended as they are a suitable size for printing on A4:

Master's thesis in Arial 11  
Master's thesis in Times New Roman 12  
Master's thesis in Calibri 12  
Master's thesis in News Gothic 11

When choosing a color for the front cover, make sure that the text on it is legible. Choosing a dark color such as dark red is highly inadvisable because it will make the text on the cover virtually impossible to read.

Observing the margins recommended below, a page printed in the standard way with 1.5 line spacing will have 35–40 lines of around 80–90 characters each (including spaces). The pages of the appendix are excluded from the word count for the thesis.

To have an appealing layout, a page will also need appropriate margins. The recommendation is to leave 2.0 cm at the top and bottom and, to account for the binding, 2.5 cm on the right and left.

The Examination Board would be grateful if you could arrange for all the pages of your thesis after the acknowledgments to be printed double-sided. Space in the archives is limited, and a thesis that has been printed double-sided is only half as thick as one that has not. According to the examination regulations, three printed copies of the thesis must be submitted to the examination office.

*(Front cover and first page of thesis)*

## **Titel der Arbeit**

### **Masterarbeit in Chemie**

angefertigt am ..... (Institutsbezeichnung)

Vorgelegt der Mathematisch-Naturwissenschaftlichen Fakultät  
der  
Rheinischen Friedrich-Wilhelms-Universität Bonn

von

*(Vorname Name der/des Studierenden)*

*geboren am TT.MM.JJJJ in Stadt/\*Staat (\*falls nicht in Deutschland)*

Bonn

20XX *(Jahr der Abgabe der Arbeit)*

*(Front cover and first page of thesis)*

**Title of the thesis**

**Master's thesis in Chemistry**

written at the ..... (name of department or institute)

Submitted to the Faculty of Mathematics and Natural Sciences at the  
University of Bonn

by

*(First name and last name of student)*

*born on DD.MM.YYYY in city/\*country (\*if not in Germany)*

Bonn

20XX (year thesis was submitted)

Die vorliegende Arbeit entstand in der Zeit vom TT.MM.JJJJ bis zum TT.MM.JJJJ am  
..... (Institutsbezeichnung) der Mathematisch-Naturwissenschaftlichen Fakultät  
der Rheinischen Friedrich-Wilhelms-Universität Bonn.

Betreuer/Erstgutachter :

Zweitgutachter :

**ENGLISH READING AID**

This thesis was written between DD.MM.YYYY and DD.MM.YYYY at the  
..... (name of department or institute), part of the Faculty of Mathematics and  
Natural Sciences at the University of Bonn.

Supervisor/first reviewer :

Second reviewer :

Ich versichere, dass ich die vorliegende Arbeit unter Einhaltung der Regeln guter wissenschaftlicher Praxis selbständig verfasst, keine anderen als die angegebenen Quellen benutzt und die Zitate kenntlich gemacht habe.

Bonn, den TT.MM.JJJJ

.....Unterschrift.....

**ENGLISH READING AID**

I hereby confirm that I have written this thesis myself in compliance with the rules of good research practice, that I have not used any sources other than those indicated and that I have marked all citations as such.

Bonn, DD.MM.YYYY

.....Signature.....