ECOS GUIDELINES
HOW TO FORMAT YOUR MA THESIS

Please note: This is a summary of the key aspects to take into consideration before submitting your MA Thesis. It is also important to check the information from the SSC concerning both your MA Thesis and your MA Final Examination.

Formatting Guidelines of the University of Vienna

- Bilingual Template Cover Page [Deckblatt Masterarbeit]
- Abstract [Academic Summary] of your MA thesis in appendix
- Academic Curriculum Vitae (CV)
- **Attention:** Since 23.02.2016, you do not have to include a CV in your thesis! If you choose to add your CV, you have to add it after the cover page.

Please refer to recent MA theses for examples: You can find them on EcoS website under the link ‘EcoS Graduates’. (Caution: Faculty standards, ie. cover page and CV, have changed recently and might do so again. When in doubt please refer to the homepage of the SSC.)

Citation

- You are free to choose the academic citation style of your preference. Nonetheless, make sure to use it consistently throughout the whole document.
- Examples: APA Style, MLA Style, Chicago Manual of Style, Harvard referencing etc.

Spacing

- Between "Single" and "1.5"

Font

- A font with serifs is preferred. Typically, students use Times New Roman 12.

Bibliography

- Needs to be continuous, references should, for example, not be grouped by languages [e.g. English/German/Chinese].
- Alphabetically ordered by last name of author

Length

- Minimum 35,000 words of text [excluding bibliography, title and annexes]

Please make sure you have checked the grading template as introduced by Prof. Frank in his Master Colloquium class!!!