

## 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](#). The official guideline to format your thesis and upload its final version [in German] are [here](#).

### Formatting Guidelines of the University of Vienna

- Bilingual Template Cover Page [[Deckblatt Masterarbeit](#)]
- Abstract [Academic Summary] of your MA thesis in the appendix section of your thesis, in both German and English [minimum 100 words].
- 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 in the online section for thesis of the University of Vienna [[here](#)]. You can also find a full list of all EcoS MA Thesis titles in the section '[EcoS Graduates](#)' of the program's website. (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!!!**