

*»Disclaimer: All of the translations contained on this website are unofficial. The translations are to be used solely as reference materials to aid in the understanding of Slovene instructions for the preparation of the Master's thesis. University of Primorska is not responsible for the accuracy, reliability or currency of the translations provided on this website, or for any consequence resulting from the use of information on this website.«*

On the basis of the Article 17 of the Regulations on the Preparation and Defence of Master's Theses at UP FAMNIT (No 1-PA-4/2023), the Commission for Academic and Student Affairs of the Faculty of Mathematics, Natural Sciences and Information Technologies adopted the following at its 4th regular meeting on 11 April 2023

## **INSTRUCTIONS FOR THE PREPARATION OF THE MASTER'S THESIS**

### **1 INTRODUCTION**

Master's thesis is the author's original and final work in the second-cycle study program and is the result of the student's independent work.

The basic technical requirements of the Master's thesis are the following:

- The final thesis must be produced using a text editor (e.g., MS Office, LaTeX,...),
- The final thesis must be linguistically sound and proofread,
- The final thesis must be designed in accordance with these technical instructions and in accordance with more detailed instructions of the individual department of the study program (if there are).

The student bears all responsibility for the technical, linguistic and stylistic adequacy of their Master's thesis, which also includes strict adherence to these instructions.

### **2 TECHNICAL INSTRUCTIONS**

The Master's thesis must be written in A4 portrait format (white colour). After the final approval of the supervisor, possible co-mentor, the committee and the confirmation of the technical adequacy of the Master's thesis, the student submits one copy in PDF format to the Student Office. The student sends the final approved copy to the e-mail address of the Student Office.

The page should be designed so that the margins are 2.5 cm wide and the text header is 1.5 cm (from the top of the page). If the software you are using does not allow you to set the margins and text header in exactly the same way, use the most similar.

The text is usually in Times New Roman font, 12 pt, with double-sided alignment and a line spacing of 1.25. If the software you are using does not allow you to set the font exactly like this, please use the most similar font.

Footnotes should be written in 10 pt.

Italic font can be used for emphasis in text.

The appendices are lettered and not numbered. Each has its own title. The appendices are listed after the References section.

Tips for writing the Master's thesis: Chapter Four Introduction to Scientific Work (Dolinar, 2000, pp. 46-65).

## 2.1 PAGE NUMBERING

The title page (Annex B, Annex D) is not numbered, although it is considered as the first page. The initial general pages are numbered in Roman numerals from I onwards - from the title page to the last page of the index or list of abbreviations.

With Arabic numerals we start marking Chapter 1 (e.g., Introduction) and end with the list of complete citations (e.g. References or Bibliography). The page number is in the upper right corner of the page as the Running head, i.e., Pagina viva.

***Running head - Pagina viva should be in font size 10 and arranged like so<sup>1</sup>:***

Surname N. Instructions for the preparation of the diploma thesis UP FAMNIT.

Univerza na Primorskem, Fakulteta za matematiko, naravoslovje in informacijske tehnologije, 2023 5

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If the title of the final thesis exceeds one line, in agreement with the mentor and possible co-mentor, abbreviate the title by using ellipsis. The abbreviated title is written only in the running or current title (running head or pagina viva). Write the full title of the thesis on the cover, title page and key documentation information.

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<sup>1</sup> The last name is written in the running head – pagina viva, followed by the first letter of the name and then the title of the final assignment. The next line contains the name of the faculty, year and page number.

## 2.2 PUBLICATION UNDER LICENSE

If the student, in agreement with the mentor, decides to issue the diploma thesis under licenses that offer a certain amount of rights to everyone (for example, Creative Commons or GNU GPL), include a page describing the licenses used in the introductory part of the thesis, immediately after the title page (first inner side).

## 2.3 ACKNOWLEDGMENT

After the title page (the first inner page), which is the page with the information or description of the licences used (if the thesis is published under licences), there is an acknowledgement. In it, we thank the contributors to the thesis, and the people or institutions that helped or made the thesis possible. We can also thank the mentor and possible co-mentor.

## 2.4 KEY DOCUMENT INFORMATION

Acknowledgements are followed by a page with information about the final thesis - key document information (KDI) and key document information in English (Annexes C and D). For a Master's thesis in Mathematical Sciences, in addition to the abstract and keywords, the Mathematical Subject Classification subject header must be included - a sample is at the end.

## 2.5 INDEX

*Indexes come after the* Key document information.

Which should be prepared in the following order:

- List of contents,
- List of tables,
- List of images and charts,
- Appendix/Appendices,
- Abbreviations.

## 2.6 CHAPTER NUMBERING

We use Arabic numerals and the decimal system to number chapters. Chapters are denoted by numbers from 1 onwards, there are no dots after the numbers. The size and shape of the letters also show the hierarchy of chapters:

- |                            |                                 |
|----------------------------|---------------------------------|
| - chapter 1, 2, 3          | <b>UPPER CASE, BOLD</b> (14 pt) |
| - chapter 1.1, 1.2, 2.1    | UPPER CASE (14 pt)              |
| - chapter 1.1.1, 1.1.2     | <b>Lower case, bold</b> (12 pt) |
| - chapter 1.1.1.1, 1.1.1.2 | Lower case (12 pt)              |

## 2.7 TABLE, FIGURES AND GRAPH FORMATTING

### **Tables and figures must contain:**

- a serial number and a title,
- table caption,
- figure or graph caption,

We recommend that the caption font is 10, so it is optically separated from the text. The placement of the title of a table, figure or chart varies according to the source citation guidelines of each study programme.

## **3 MASTER'S THESIS IN ENGLISH: LONGER SUMMARY IN SLOVENE**

If the student has approval to prepare the Master's thesis in English in accordance with the *Rules*, the student must produce an abstract of the work in Slovene, ranging from 4,000 to 10,000 characters (with spaces). The abstract in Slovene is the last chapter of the Master's thesis, before the chapter with a list of complete citations (e.g., References or Bibliography), and is numbered accordingly.

## 4 REFERENCES

All literature and sources used in the thesis must be properly cited.

Students are in breach of the final thesis procedure if they copy texts by other authors in whole or in part and do not cite the author (plagiarism) or if the thesis is not the result of the student's own work.

The provisions of the Regulations on Examination and Assessment of Knowledge at the University of Primorska and the Regulations on Disciplinary Responsibility of Students at the University of Primorska shall apply to the sanctioning of such violations.

Unless the rules for citation and preparation of the reference list are defined in a different way at the level of the individual study programme (more detailed instructions at the level of the individual department of the faculty), the following provisions shall be applied for citation and preparation of the reference list.

References must be cited in alphabetical order of the first author and in the text by a number in square brackets, e.g.: [1],[1, 2],[1, Theorem 1.5], [2, Corollary 9.4]:

[1] First A. Author, Second B. Author in Third C. Author, Article Title, *Magazine Title* 34 (2007), 24-56.

Example:

[1] D. Marušič, R. Scapellato in B. Zgrablić, On quasiprimitive *pqr*-graphs, *Algebra Colloq.* 4 (1995), 295–314.

[2] First A. Author, *Book Title*, Second edition. Publishing house, Ljubljana, 2008.

Example:

[2] W. T. Tutte, *Connectivity in graphs*, University of Toronto Press, Toronto, 1966.

[2] First A. Author and Second B. Author, Chapter Title in A Book, and: First Editor, Second Editor (ed.), *Book Title*, Publishing house, Ljubljana, 1998, 2542-2603.

Example:

[3] R. K. Guy, The decline and fall of Zarankiewicz's theorem, v: F. Harary (ur.), *Proof Techniques in Graph Theory*, Academic Press, New York, London, 1969, 63–69.

## **5 FINAL PROVISIONS**

The Instructions for the Master's Thesis adopted at the 54th Corresponding Meeting of the Senate of the Faculty of Mathematics, Natural Sciences and Information Technologies of 20-22 November 2017 and amendments shall cease to be valid as of the date of entry into force of these Instructions.

These instructions will enter into force on the date of their publication on the Faculty's website.

Prof. dr. Dunja Bandelj, l. r.,  
Vice-Dean for Academic Affairs

Annexes:

- A. Cover page of the thesis in Slovene
- B. Front page of the thesis in Slovene
- C. Cover page of the thesis in English
- D. Front page of the thesis in English
- E. Key document information in Slovene
- F. Key document information in English

**UNIVERZA NA PRIMORSKEM  
FAKULTETA ZA MATEMATIKO, NARAVOSLOVJE IN  
INFORMACIJSKE TEHNOLOGIJE**

(Times New Roman, 14 pt, center alignment, upper case, line spacing:1,25)

**MAGISTRSKO DELO**

(Times New Roman, 14 pt, center alignment, upper case, line spacing:1,25)

**NASLOV MAGISTRSKEGA DELA**

(Times New Roman, 18 pt, center alignment, upper case, line spacing:1,25)

**IME IN PRIIMEK ŠTUDENTA**

(Times New Roman, 14 pt, poravnava desni rob, velike črke)

UNIVERZA NA PRIMORSKEM  
FAKULTETA ZA MATEMATIKO, NARAVOSLOVJE IN  
INFORMACIJSKE TEHNOLOGIJE

(Times New Roman, 14 pt, center alignment, upper case, line spacing:1,25)

Magistrsko delo

(Times New Roman, 12 pt, center alignment, line spacing:1,25)

**Naslov magistrskega dela**

(Times New Roman, 14 pt, bold, center alignment, line spacing:1,25)

**(Naslov magistrskega dela v angleškem jeziku)**

(Times New Roman, 12 pt, center alignment, line spacing:1,25)

**Ime in priimek:** name and surname of the student

**Študijski program:** name of the study program

**Mentor:** academic title name and surname of the mentor

**Somentor:** academic title name and surname of the co-mentor

**Delovni somentor:** academic title name and surname of the working co-mentor

(Times New Roman, 12 pt, left alignment, line spacing:1,25)

**Koper, leto**

(Times New Roman, 14 pt, center alignment, at the bottom of the page)

**UNIVERZA NA PRIMORSKEM  
FAKULTETA ZA MATEMATIKO, NARAVOSLOVJE IN  
INFORMACIJSKE TEHNOLOGIJE**

(Times New Roman, 14 pt, center alignment, upper case, line spacing:1,25)

**MAGISTRSKO DELO  
(MASTER'S THESIS)**

(Times New Roman, 14 pt, center alignment, upper case, line spacing:1,25)

**NASLOV MAGISTRSKEGA DELA V SLOVENSKEM  
JEZIKU**

**(TITLE OF MASTER'S THESIS IN SLOVENIAN)**

(Times New Roman, 18 pt, center alignment, upper case, line spacing:1,25)

**NAME AND SURNAME OF THE STUDENT**

(Times New Roman, 14 pt, alignment with the right margin, upper case)

UNIVERZA NA PRIMORSKEM  
FAKULTETA ZA MATEMATIKO, NARAVOSLOVJE IN  
INFORMACIJSKE TEHNOLOGIJE

(Times New Roman, 14 pt, center alignment, upper case, line spacing:1,25)

Magistrsko delo  
(Master's thesis)

(Times New Roman, 12 pt, center alignment, upper case, line spacing:1,25)

**Title of the Master's thesis in Slovenian**

(Times New Roman, 14 pt, bold, center alignment, upper case, line spacing:1,25)

**(Title of the Master's thesis in English)**

(Times New Roman, 12 pt, center alignment, upper case, line spacing:1,25)

Ime in priimek: name and surname of the student

Študijski program: name of the study program

Mentor: academic title name and surname of the mentor

Somentor: academic title name and surname of the co-mentor

Delovni somentor: academic title name and surname of the working co-mentor

(Times New Roman, 12 pt, left alignment, line spacing:1,25)

Koper, year

(Times New Roman, 14 pt, center alignment, at the bottom of the page)

**Ključna dokumentacijska informacija**

Ime in PRIIMEK: Name and Surname

Naslov magistrskega dela: Title of the thesis

Kraj: Place

Leto: Year

Število strani<sup>2</sup>: Nu. of pages      Število slik<sup>3</sup>: Nu. of figures      Število tabel: Nu. of tables

Število prilog: Nu. of annexes      Št. strani prilog: Nu. of appendix pages

Število referenc: Nu. of References

Mentor: Mentor

Somentor:<sup>4</sup> Co-mentor

Ključne besede: Keywords

Math. Subj. Class. (2000):

Izvleček: Abstract

The abstract is a brief but concise presentation of the thesis. In no more than 250 words, the student outlines the problem, methods, results, key findings and their significance.

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<sup>2</sup> The number of pages takes into account all pages from the first chapter (Introduction) to the last chapter (Conclusion).

<sup>3</sup> If the thesis does not include figures, tables or annexes, the fields Number of figures, Number of tables, Number of annexes and Number of pages of annexes are not indicated.

<sup>4</sup> If no co-mentor is named, the field is not indicated.

**Key document information**

Name and SURNAME:

Title of the thesis:

Place:

Year:

Number of pages:

Number of figures:

Number of tables:

Number of appendix:

Number of appendix pages:

Number of references:

Mentor:

Co-Mentor:

Keywords:

Math. Subj. Class. (2000):

Abstract: