Universitatea "Lucian Blaga" din Sibiu
Facultatea de Ştiinţe
Departamentul Ştiinţe ale Mediului, Fizică,
Educație Fizică şi Sport

"LUCIAN BLAGA" UNIVERSITY OF SIBIU

FACULTY OF SCIENCES

PROGRAMME OF STUDY IN BIOLOGY AND ENVIRONMENTAL SCIENCES DOMAINS

Guide to writing the Bachelor/Dissertation thesis

SIBIU

2026

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Introduction

The completion of each cycle of university studies implies the elaboration and defense of a scientific work, specific to the level of study: bachelor's thesis for the undergraduate cycle and dissertation for master's studies. These papers are the result of a rigorous research process focused on collecting, investigating and analyzing own data.

The completion of a bachelor's or dissertation thesis reflects the student's individual effort and ability to critically analyze, interpret the data obtained and formulate relevant conclusions based on scientific arguments.

The bachelor's/dissertation dissertation is a graduation dissertation which must demonstrate that the graduate has acquired the skills acquired during his/her studies. Therefore, the topic of the dissertation should be related to what the student has learned over the years.

This guide provides a set of essential recommendations for the writing and organization of bachelor and dissertation in the **Environmental Science** and **Biology** degree programs, Faculty of Sciences, Lucian Blaga University of Sibiu.

Structure of the thesis

As a general rule, any scientific paper has several essential sections, which may consist of one or more chapters with related subchapters. The plan and structure of the work shall be agreed with the scientific coordinator and adapted according to the results obtained during the course of the study. The size and structure of the work may vary according to the field of study and the depth of the research. Depending on the number of pages, minimum 40 up to 100 pages, the theoretical part of the paper should not exceed 50% of the total.

The structure of a bachelor's/dissertation paper includes the following mandatory elements:

Cover page - does not mention the title of the paper, only the university, faculty, specialization, type of the paper - bachelor's or dissertation, the name of the author and coordinator(s), and the year of submission of the paper.

Title page - the same as the cover page, but the type of work is replaced by the title.

A statement by the graduate, dated and signed in original, that the work is his/her own, has never been submitted before and is not plagiarized.

Table of contents - contains at least the headings of all sections accompanied by the page number where each part of the paper begins. The Table of Contents can be prepared manually but it is recommended to use the Word function for its creation.

Introduction includes the rationale for the approach of the topic under study and its relevance in the field of biology or ecology and environmental protection. It will contain the motivation for the choice of the topic, the novelty of the topic, the methodology used, possibly a brief description of the solution, the structure of the paper (chapter titles and their relationship, what is the original contribution of each chapter) and the aims and objectives. The aim is a single aim, closely linked to the title of the work and reflects the result to be achieved. The aim of the work should be stated concisely, in one sentence. The objectives of the paper (on average three or four), reflect the steps towards the goal and should be reflected in the analysis of the results.

Acknowledgments (if applicable) usually form the last paragraph of the introduction. Thanks are given to all those who have contributed in any way to the realization of the work (assistance in the field, in the laboratory or in data analysis, provision of matrices or data, etc.).

Chapters - the paper will contain chapters numbered in ascending order.

The number, title, content and structure of chapters may vary, in relation to the theme and objectives of the paper. Each chapter starts on a new page. Most often chapters include the following sequence:

State of knowledge - review of the literature, mentioning relevant studies in the field, contextualizing the proposed research, citing current and relevant sources.

Material and methods - detailed description of the methods used, study sites, analysis techniques and experimental procedures applied, with justification of the choice of methodology and use of appropriate references).

Results - presentation of the data obtained through tables, graphs, images, statistical analysis of the results, using specialized software where appropriate, such as R, Python, GraphPad, SPSS, QGIS, etc.

Discussion - interpreting the results obtained, comparing them with the literature, identifying the limitations of the study, proposing future research directions.Most often in undergraduate and dissertation works the discussions are combined with the results in **Results and Discussions**.

Conclusions - summarizing the main findings, highlighting novel elements and their impact on the field of study, as well as potential future research directions related to the topic. Conclusions (usually one or two pages) are not numbered as a chapter. The conclusions should not repeat verbatim what has been specified in the introduction on the results obtained or in the results chapter.

References - all sources used for the elaboration of the work, including scientific articles, monographs, identification guides, electronic sources consulted, respecting the academic citation rules. The bibliography is not numbered as a chapter and is written according to the model in this document. Any source in the bibliography must be cited in the paper and all in-text citations must be in the bibliography. Do not directly quote text from the sources used, but information or ideas (so the text must be rephrased), and any borrowing of information or ideas from bibliographic material must have the bibliographic reference after

it. Also, do not take over whole paragraphs. Paragraphs are constructed by combining information from several sources.

Appendices - where appropriate, may include additional material relevant to the study, supplementary data, extended tables or methodological details. They are not numbered as chapters. Each appendix is mentioned at least once in the text of the paper. Annexes are numbered consecutively (Annex 1, Annex 2, etc.).

The completed work shall be submitted only in electronic format, together with the declaration of conformity on the **originality of the scientific work**, endorsed by the scientific coordinator. This certifies that the work is the result of the graduate(s) own work. If there are suspicions about the major contribution of other persons to the preparation of the work, the coordinator will ask for the work to be redone. In addition, the thesis will be checked for plagiarism by the coordinator for similarity to sources available online and the report will be attached to the thesis. The maximum similarity value accepted for a thesis is 15%.

The following is a sample format of a model paper.

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"LUCIAN BLAGA" UNIVERSITY OF SIBIU

FACULTY OF SCIENCES

PROGRAMME OF STUDY: ...

..... THESIS

Scientific coordinator

Academic title Name SURNAME

Graduate

Name SURNAME

Sibiu

year

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Table of contents

Introduction

The paper can be written using a text editor such as Microsoft Word, LibreOffice Writer, WPS Office (.doc or .docx), in standard A4 format, **Times New Roman 12 font**, **1.5 lines spacing** and **2.5 cm** margins (similar to this template). The text within normal paragraphs will be aligned between the left and right margins (**Justify**). The first line of each paragraph will be indented **1.5 cm**. Exceptions are chapter headings, which may be centered or left-aligned; do not leave blank lines between paragraphs unless it is specifically intended to highlight a particular section.

Beginning with the **Introduction** section, each page will have a header, which will contain the student's name on the left and the chapter number on the right.

Chapter and sub-chapter headings should be formatted using Styles such as Heading 1, Heading 2, etc. and numbered (possibly using the Multilevel List option). By following these rules you will get a uniform formatting throughout the whole document and you will be able to generate the table of contents much more easily.

The page numbering is done from the title page to the last page of the paper. Use the Section Break (Next Page) command before the Introduction (similar to this template). The page number is inserted in the footer.

Use **Bold** to *emphasize* certain terms or concepts. Watch out for spelling and punctuation mistakes (be careful with the position of spaces: spaces are inserted after , ; ; : but not before). To avoid plagiarism, make sure that your text is not identical to the source (paraphrased, or synthesized, or preferably a combination of information from different sources). Use complete and clear sentences and phrases. Strive to make your text coherent and flowing (allowing the reader to easily follow the flow of the argument). Be consistent in your use of specialized terminology. Use units of measurement where appropriate (size, weight...). Scientific names should follow academic norms (italicized, genus capitalized, species lowercased, e.g. *Apodemus flavicollis*).

When reporting the **results of statistical analyses**, state the method used (or test), the value of the statistical parameter obtained, the number of degrees of freedom and the

significance level p. **Example**: "Age category had a significant influence on the time taken by the animals to complete the maze (ANOVA, F = 52.1, d.f. = 3, 56, p < 0.001)".

Tables are numbered with 2 numbers, the first one representing the chapter number and the second one representing the table number of the chapter (e.g. Table 3.2). Each table has a number and a title, which is given **above** the table, centered aligned. Tables with comparable data should use the same units of measurement. If they contain abbreviations, these should be explained in the title.

Figures (including maps, photographs, graphs, screenshots) are numbered with 2 numbers, the first being the chapter number and the second being the figure number in the chapter (e.g., Fig. 1.1); each figure has a number and title, which is given **below** the figure, centered; if applicable, the source of the figure (or table). Figures should include a clear legend to facilitate interpretation.

Each figure and table must have at least one reference in the text. **Example**: "The maximum number of individuals was recorded in the fall (Tab. 2.1), when omnivores predominated, with 64.3% of the species observed (Fig. 2.5)."

References to bibliographical sources must be made in the text, after the information retrieved, with the author's name and year of publication in round brackets. In the case of more than one source, they should be listed in chronological order.

Examples:

"According to information from the literature (Ionescu, 2011)..."

"According to the law of phasing stated by Popescu (2012)..."

"Our results are consistent with the results obtained by Smith & Wilson (2012)..."

"In the literature we can find general approaches on the role of altitude in the phenomenon of phasing (Ionescu, 2011; Smith & Brown, 2012; Stankovici et al., 2012 - when there are more than two authors), but also particular aspects induced in physico-geographic phasing by slope exposure and slope (Popescu et al., 2006; Johnson, 2020; Johnson & Wilson, 2023). In this sense, Munteanu (2024) showed that the upper limit of the forest on the

southern slopes of the Southern Carpathians increases altitudinally by ca. 200 m higher than the much steeper northern slope."

The *references* include a variable number of sources. A serious work has at least 30 bibliographical titles. These are arranged **alphabetically** by the authors' names and then the year of publication. The order of publications in the bibliography is as follows: Scientific papers, Web sources, Legislation, Other documents. Citations and bibliographic lists can be compiled manually or using specialized reference management software such as **Mendeley, Zotero, EndNote** or **Citavi**. These tools allow efficient organization of sources, automatic generation of citations and bibliographies according to accepted academic styles (APA, Harvard, Vancouver, etc.). Any of the citation styles can be used in the paper, but the one chosen should be applied consistently throughout the paper. The **references** must correspond to the citations in the text. Below is a possible model for manual formatting

CHAPTER I (Uppercase, bold, font 14)

space

space

CHAPTER TITLE

(Uppercase, bold, font 16, centered)

space

space

1.1. Subchapter 1 (bold, normal, font 12, indent 1.5)

space

Text text text Text text text Text text text Text text text Text text text Text text text Text text text text text text Text text text Text text text Text text text Text text text Text text text Text text text Text text text.

1.1.1. *Subtitle 1 of subchapter 1.1. (italic, font 12, indent 1.5)*

Text text text Text text text Text text text Text text text Text text text Text text text Text text text text text text Text text text Text text text Text text text Text text text Text text text Text text text Text text text.

1.1.2. *Subtitle 2 of subchapter 1.1.*

Text text text Text text text Text text text Text text text Text text text Text text text Text text text text text text Text text text Text text text Text text text Text text text Text.

1.2. Subchapter 2 (bold, normal, font 12, indent 1.5)

space

Text text text Text text text Text text text Text text text Text text text Text text text Text text text text text text Text text text Text text text Text text text Text text text Text text text Text text text Text text text.

1.2.1. Subtitle 1 of subchapter 1.2

Text text text Text text text Text text text Text text text Text text text Text text text Text text text text text text Text text text Text text text Text text text Text text text Text text text Text text text Text text text.

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1.2.2. Subtitlul 2 of subchapter 1.2.

Text text text Text text text Text text text Text text text Text text text Text text text Text text text text text text Text text text Text text text Text text text Text text text Text text text Text text text Text text text.

Text text text Text text text Text text text Text text text Text text text Text text text Text text text text text text Text text text Text text text Text text text Text text text Text text text Text .

Fig. 1.1. Title of the figure (explanation). If the figure is from the bibliography, cite the source

Figure and explanation in the middle of the page

Tabele 1.1. Table title

Source: processed data or data from bibliography (cite the source if applicable)

Reference

Examples:

Book - single author

Costea, M. (2014). Evaluarea și managementul terenurilor degradate prin eroziune hidrică în bazinul Secașului Mare, Edit. Universității „Lucian Blaga" din Sibiu.

Book – two authors

Velcea, V. A., Costea, M. (2006). Geomorfologie generală, Edit.Universităţii „Lucian Blaga" din Sibiu.

Edited book

Thakur, J. K., Singh, S. K., Ramanathan, A. L., Prasad, M. B. K., Gossel, W. (Editori). (2012). Geospatial techniques for managing environmental resources, Springer Science Business Media. New York.

Chapiter in edited book

Bucșa, C., Tăușan, I. (2011). Zone verzi urbane și periurbane. În Bucșa, C., Costea, M. (Editori.), Sibiu – Repere ecologice, Edit. Universității „Lucian Blaga" din Sibiu, pp. 153 – 171.

Journal article

Costea, M., Lengyel, E., Stegăruş, D., Rusan, N., Tăuşan, I. (2019). Assessment of climatic conditions as driving factors of wine aromatic compounds: a case study from Central Romania. *Theoretical and Applied Climatology*, 137, pp. 239-254.

PhD Thesis

Brînză, I. 2024. Impactul unor flavonoide naturale cu acțiune favorabilă asupra afecțiunilor neurodegenerative (Teză de doctorat), Universitatea "Alexandru Ioan Cuza" din Iași.

Large-scale works with a large number of authors or no specified author

These are listed at the end of the published sources

*** (1968). Harta geologică 1: 200 000. Foaia Orăștie, Institutul Geologic al Romaniei, București.

*** (1984). Geografia Romaniei, vol. I, Geografie Fizică, Edit. Academiei, București.

Web sources

These are listed at the end of the references

http://www.classification.com (accessed: day.month.year)