

## **FORMAL THESIS STANDARDS FOR THE DOCTORAL PROGRAM IN SOCIAL SCIENCES**

According to the regulations adopted by the Doctoral School, the doctoral thesis must include (Article 1.4 of the Regulations on the handing-in, evaluation and defence of the doctoral thesis of the Universitat de València): Introduction, Methodology, Results, Final Conclusions and Bibliographic References. In the area of Social Sciences, theses must also include a section of theoretical framework or theoretical debate where the object of study of the thesis is explained. In addition, there should be a section indicating the main objective and specific objectives, research questions and/or hypotheses. A section explaining which sources were used and how they were obtained must also be included. These contents can be merged into a single chapter together with the methodology or they can go separately.

### **ORGANIZATION OF THE TEXT**

- 1. TITLE PAGE WITH IMAGE and necessary elements (Article 1.5): (annex1)**
  - a. Coat of arms of the Universitat de València
  - b. Doctoral Program in Social Sciences (with the logo)
  - c. Thesis title.
  - d. Name and surnames of the doctoral student
  - e. Name and surnames of the thesis directors
  - f. Month and year of application for the handing-in
  
- 2. FIRST PAGE**
  - a. Authorization of the director (s) (annex 2)
  
- 3. SECOND PAGE: PAGE AFTER TITLE PAGE (FIRST TO BE NUMBERED USING ROMAN NUMERALS: I), see Appendix 3**
  - a. The same concepts shown on the cover will also feature here.

- b. Doctoral Thesis
- c. Centre where the thesis is defended: Faculty of Social Sciences of the Universitat de València.
- d. The logo of the program

**4. THIRD PAGE (SUMMARY VERSION IN CATALAN)**

- a. **Title, abstract** of 300 words and up to **10 keywords** in: **Catalan, Spanish and English**. The title should be concise and no more than 25 words. The summary should make clear what the object of study is, the objectives, methodology, main results and conclusions. The keywords should not be included in the title and should be internationally accepted terms in the various disciplines of social sciences.

**5. FOURTH PAGE (SUMMARY VERSION IN SPANISH)**

**6. FIFTH PAGE (SUMMARY VERSION IN ENGLISH)**

**7. SIXTH PAGE: PAGE WITH QUOTATION OR QUOTATIONS (IF APPROPRIATE)**

- 8. SEVENTH PAGE:** A written text in which the doctoral student justifies the need to carry out the research and the knowledge gap that the research has filled, together with the doctoral student's interest in filling this knowledge gap.

- 9. EIGHTH PAGE:** Aspects of the Sustainable Development Goals (ODS) which the doctoral students refers to or how the results of the doctoral thesis contribute to their visualisation.

**10. NINTH PAGE:** Pages of Acknowledgements

**11. THEMATIC INDEX (WITH THE LAST PAG OF THE INDEX)**

**12. INDEX OF TEXT TABLES/BOXES**

**13. INDEX OF GRAPHS**

**14. INDEX OF FIGURES/IMAGES**

**16. ABBREVIATIONS/ACRONYMS (IF NECESSARY) (LAST PAGE TO BE NUMBERED WITH ROMAN NUMERALS: XXII)**

**17. INTRODUCTION (NUMBERING WITH NUMBERS BEGINS):**

**18. CHAPTERS**

**19. CONCLUSIONS**

**20. REFERENCES**

**21. ANNEXES**

### **SIZE AND FORMAT**

#### **SIZE**

It is recommended that the thesis be between 250-350 pages long (between 125,000 and 175,000 words).

The format of the text must respect the following rules:

- Font and font size: It is recommended to use any accessible font, "Sans Serif" font, such as Arial or Verdana (11 pts.), Tahoma or Calibrí (12 pts.)
- Line spacing at 1.5 spaces, except footnotes (1 space), justified.
- Margins of 3 cm on each side
- DIN A4 size, (110 cm x 77 cm)
- Footnotes must be numbered consecutively at the foot of the corresponding page and not at the end of the text. It is recommended to reduce their use to a maximum and that, when used, their function be only explanatory and never a bibliographic citation.
- The pages will be numbered at the foot from the first page of the abstract and are to be numbered in Roman numerals (i-xxx) until the last page of the acronyms / abbreviations if applicable. From the first page of the introduction to the last page of the last appendix, the pages will be numbered with numbers.

- Sections or parts of the text are to be numbered and titled using small letters and in bold.
- Quotations in the text: the author or authors will always be identified by surname, and we also recommend the use of the name in order to visualize the gender, followed by a comma and the year (Salvador Giner, 2000). If there is more than one appointment, they will be separated by semicolons (Salvador Giner, 2000; Inés Alberdi, 2002). When a citation has a collective authorship, the relationship of all the authors with their names and surnames will always be included.
- 10 points will be used after each paragraph to separate them.

## FORMAT OF REFERENCES

The APA format will be followed with the adaptations showed in the exemples (the name will be entered in addition to the surname or surnames):

- **BOOKS:**

Ayuso Sánchez, Luis and Lidia García Faroldi (2014). *Spaniards and sexuality in the 21st century*. Madrid: CIS

- **BOOK CHAPTERS:**

Boekaerts, Monique (2009). The evaluation of the student's self-regulatory skills. Carles Monereo i Font (coord.), *PISA as an excuse: rethinking evaluation to change teaching* (pp. 55-69). Barcelona: Graó.

- **CONGRESS PARTICIPATIONS:**

If there is a minutes book:

Reina Giménez, Amalia; Bárbara Luque Salas and Anna Freixas Farré (2011). The sexuality of women in adulthood: perceived satisfaction and desired changes. Isabel Vázquez Bermúdez (coord.) *Achievements and challenges: Proceedings of the III national university congress Research and Gender* , p. 1134-1141.

If the congress did not lead to publication:

Reina Giménez, Amalia; Bárbara Luque Salas and Anna Freixas Farré (June 2011). The sexuality of women in adulthood: perceived satisfaction and desired changes. *Paper presented at the III national university congress Research and Gender* , Seville, 16 and 17 June 2011.

- **ARTICLES IN JOURNALS: *the DOI must be used whenever possible***

Carrasquer, Pilar and Teresa Torns (1998). Reproductive work. *Papers: Journal of Sociology* , (55), 95-114.

Another example with DOI: recommend DOI:

Alaminos Aguilera, Estefania I Mercedes Ayuso Gutiérrez (2019). Marital status, gender, mortality and pensions: the disadvantages of singleness in old age. *Reis: Revista española de investigaciones sociológicas* , (165), 3-24. <https://doi.org/10.5477/cis/reis.165.3>

- **WEBOGRAPHY**

Aso Poza, Unai (2017). *Gelastc epilepsy: symptoms, causes and treatment* . Consultation carried out on October 15, 2019, on Psicología y Mente website:

<https://psicologiymente.com/clinica/epilepsia-gelastica>

### **LINGUISTIC RULES:**

In Catalan/Valencian, the Linguistic Criteria for the Institutional Uses of Valencian Universities must be followed ( [https://www.uv.es/splweb/Documentos/criteris\\_linguistics.pdf](https://www.uv.es/splweb/Documentos/criteris_linguistics.pdf) ) and Grammar 0 ( [https://www.uv.es/splweb/documents/Gramatica\\_zero.pdf](https://www.uv.es/splweb/documents/Gramatica_zero.pdf) )

The rules of the Royal Spanish Academy (RAE) and / or the Association of Spanish Language Academies (ASALE) will be used when writing in Spanish.

In case of writing the thesis in English, the rules of British English or American English will be used.

Whatever the language used there must be a rigorous consistency in the criteria used (eg. if you use British English, do not mix, at any time, elements of American English).

### **INTERNATIONAL MENTION**

According to the regulations for theses in international mention of the Royal Decree of 28 January, which regulates official doctoral studies, (RD 99/2011: Article 15), it is necessary that at least the extended summary of between 6000 and 8000 words (see next section) and the conclusions must be written and presented in one of the usual languages for scientific communication in their field of knowledge, different from any of the official languages in Spain. This rule does not apply when the stays, reports and experts come from a Spanish-speaking country.

In any case, the accredited international stay must be subsequent to the first enrolment in the doctoral student's Doctoral Program in Social Sciences and with the mandatory authorization of the Academic Committee of the Doctoral Program in Social Sciences.

**THESES WRITTEN IN A DIFFERENT LANGUAGE FROM THE OFFICIAL ONES RECOGNISED BY THE UNIVERSITAT DE VALÈNCIA**

UV Regulations of the Regulations on the Handing-in, Evaluation and Defence of the Doctoral Thesis (ACGV 26,672,011), the Academic Committee of the Doctoral Program in Social Sciences will accept the writing of doctoral theses in any language of scientific, technical or artistic use different from the officers at the Universitat de València

In these cases the doctoral thesis must include a comprehensive summary of between 6000 and 8000 words, written in one of the languages that are official at the Universitat de València, which in any case must include the objectives, the methodology and the conclusions of the thesis. This summary will be apart from the brief summary of 300 words written in Catalan, Spanish and English at the start of the thesis.

**THESIS FOR COMPENDIUM OF PUBLICATIONS**

1. The Theses presented as a compendium of publications will be presented according to the regulations of the doctoral program in Social Sciences ( <https://www.uv.es/uvweb/doctorado-ciencias-sociales/es/programa-doctorado/tesis-compendio-1286064837675.html> ) and must include, in any case, the following contents:

a) An initial page in which it is specified that the Thesis is a compendium of works previously published or accepted for publication. It will include the complete references of the articles that make up the body of the thesis. The doctoral student must appear as the first

author; in the event that this is not the case, a report must be submitted by the thesis director (s) justifying this issue.

b) The date of the publications that appear as a compendium must be equal to or later than the first enrolment of the doctoral student in the Doctoral Program in Social Sciences.

c) Report with the impact factor and quartile of the Journal Citation Reports (SCI and / or SSCI), SCOPUS (Scimago Journal Rank), FECYT Quality Label; in the case of chapters of Book Editorial Excellence , the position and the area Scholar Publisher Index.

d) The authorization of the director or directors for the presentation of the thesis in this modality and the report of the Academic Commission of the program of doctorate in Social Sciences.

e) A presentation where the candidate shows the gap or void that the research helps to fill , which also presents the object of study and specifies the motivation for investigation of the doctoral student.

f) A memory extension with no fewer than 4000 words with these sections:

I. Introduction

II. Justification of the study

- Justification of the doctoral student's contribution in each of the contributions.

III. Theoretical framework

IV. Objectives / Hypothesis

V. Material and methods: in addition, a justification of the journals chosen for the publication of the results must be included here.

VI. Results: a copy of the works published or accepted for publication will be presented here , and in the case of book chapters of excellence it will be necessary to include the publication reference under the assumptions of “peer review”.



VI.a Article 1

VI.b Article 2

VI.c Article 3

...

VII. Discussion

VIII . Conclusions

VII I .a Limitations of the study,

VII I .b Future lines of research

VII I .c Applications for the practice and / or transfer of knowledge

IX . References

g) An appendix which will include copies of the acceptance letters for work pending publication or publications “*in press, ahead of print or pre-print*” (necessarily with DOI), with the impact factor of the corresponding journals and thematic areas and the justification of the doctoral student's contribution if it is a project carried out in co-authorship .

2. The projects carried out in co-authorship may not integrate more than one Thesis in the modality of compendium of publications.

Non-doctoral co-authors must expressly waive the submission of these works as part of another doctoral thesis in this modality, with a document signed by them that will form part of the annexes of the Thesis.

3. In addition, in the CD / DVD / UVEG Report, you must include another PDF of the copy of the thesis (unprotected) where the published articles are deleted and the links to consult them are indicated (this PDF is what will be published in the UVEG institutional repository).



VNIVERSITAT  E VALÈNCIA

VNIVERSITAT  
E VALÈNCIA  **Facultat de Ciències Socials**  
Programa de Doctorat en Ciències Socials

THESIS TITLE

Author

Director

-APRIL, 2020

**ANNEX 2**

Mr / Ms **XXXXXXXXXX**, Designated Professor of the Dpt. of **XXXXXXXXXXXXXX** of the Universitat de València

*(If there is more than one director, duplicate this paragraph)*

**CERTIFICATE / N:**

That the present report, entitled “**XXXXXXXX**”, corresponds to the work carried out under his direction by D / Dña. **XXXXXXXXXXXXXX**, for its presentation as a Doctoral Thesis in the Doctoral Program in Social Sciences of the Universitat de València.

And for the record, the present certificate is signed in Valencia, to XX of XXXXX of XXXXX.

signed XXXXXX

**ANNEXE 3**



# VNIVERSITAT E VALÈNCIA

Doctoral Program in Social Sciences

DOCTORAL THESIS

THESIS TITLE

Author.

Director

Defended in FACULTY OF SOCIAL SCIENCES.

-APRIL, 2020