

Kai Nan University Thesis Format Guidelines

I. Thesis Order

- (1) Cover [Example detailed in Attachment One]
- (2) Spine [Example detailed in Attachment Two]
- (3) Thesis Oral Examination Approval Form [Example detailed in Attachment Three]
- (4) Preface or Acknowledgments
- (5) Chinese and English Thesis Abstracts [Example detailed in Attachment Four]
- (6) Table of Contents
- (7) List of Figures
- (8) List of Tables
- (9) Main Body of the Thesis
- (10) References and Appendices

II. Number of Thesis Submissions:

- (1) After the thesis has been approved by the thesis examination committee, it should be submitted to the university and will not be returned.
- (2) Submit three softbound copies to the library (2 for library use, 1 forwarded to the National Central Library).
- (3) Each department or college may have its own requirements for the style (hardbound or softbound) and number of thesis submissions.

III. Cover: [Detailed in Attachment One]

- (1) Each line on the cover should be centered, including the Chinese university name, department, thesis title, advisor, student name, and submission year (in ROC calendar).
- (2) Cover Color Scheme:
Softbound: Light blue cloud paper binding (A4).
Hardbound: Dark green with embossed gold letters (A4).

IV. Spine: [Detailed in Attachment Two]

Spine: Including Chinese university name, college/department, thesis title, student name, and submission year (in ROC calendar).

V. Thesis Oral Examination Approval Form [Detailed in Attachment Three]

After the oral defense committee has evaluated the master's thesis, and with the signatures of the advisor and committee members on the "Thesis Oral Examination Approval Form" on the subsequent pages, the thesis can be submitted.

VI. Preface or Acknowledgments (optional)

If written, it should be on a separate page and concise, preferably not exceeding one page.

VII. Chinese and English Thesis Abstracts: [Detailed in Attachment Four]

The abstracts should be concise, including:

- (1) Chinese abstract, 1-2 pages; English abstract, not exceeding 5 pages.
- (2) If writing the thesis in English with departmental approval, a Chinese abstract is still required.
- (3) Keywords should be included at the end of both the Chinese and English abstracts.
- (4) Page numbers for Chinese and English abstracts should be in Roman numerals (e.g., I, II, III, IV...).

VIII. Table of Contents: [Detailed in Attachment Five]

The Chinese and English abstracts, table of contents, list of figures, and list of tables should be numbered in Roman numerals (e.g., I, II, III, IV...). Chapter titles, references, appendices, and their corresponding page numbers should be in Arabic numerals and arranged sequentially.

IX. List of Figures:

Include tables and their corresponding page numbers for each chapter (if figures

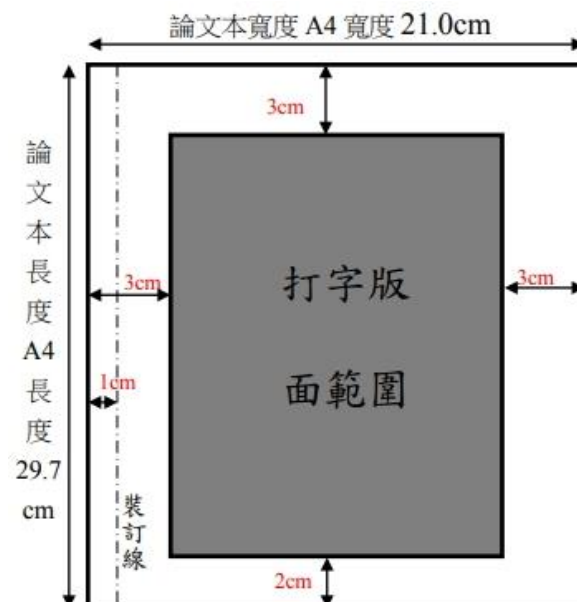
are extracted from references, the source must be indicated at the position of the figure in the text).

X. List of Tables:

Include figures and their corresponding page numbers for each chapter (if tables are extracted from references, the source must be indicated at the position of the table in the text).

XI. Main Body of the Thesis

- (1) Printing and Binding: The thesis should be primarily written in Chinese or English, printed on one side.
- (2) Paper Size: Except for the cover and back cover, use white A4 80-pound imitation paper.
- (3) Margins (Page Layout): Set the margins at 3 cm on top, 2 cm on the bottom, and 3 cm on each side, with a 1 cm binding edge on the left.



(4) Line Spacing: The text should be set with a line spacing of 1.5.

(5) Font: Chinese text should primarily use "標楷體" (KaiTi) font, while English and Arabic numerals should use the "Times New Roman" font. The font color should be black, and the entire text should not have any smudges or deletions.

XII 、References

(1) References should include cited Chinese and English journal articles and bibliographies, including author's last name, first name, year of publication, technical data or journal name, volume, issue, page numbers, and other relevant details.

(2) If there are any omissions, please refer to the format specified by the department, APA, MLA, or Chicago style.

X III 、 Each department may establish its own specific regulations based on the customary formats within its academic field, subject to approval by the academic affairs meeting.

Kainan University

Department of ○○○○○○

Master's Thesis

Title in Chinese: ○○○○○○○○○○○○○○○ (Chinese Thesis Title)

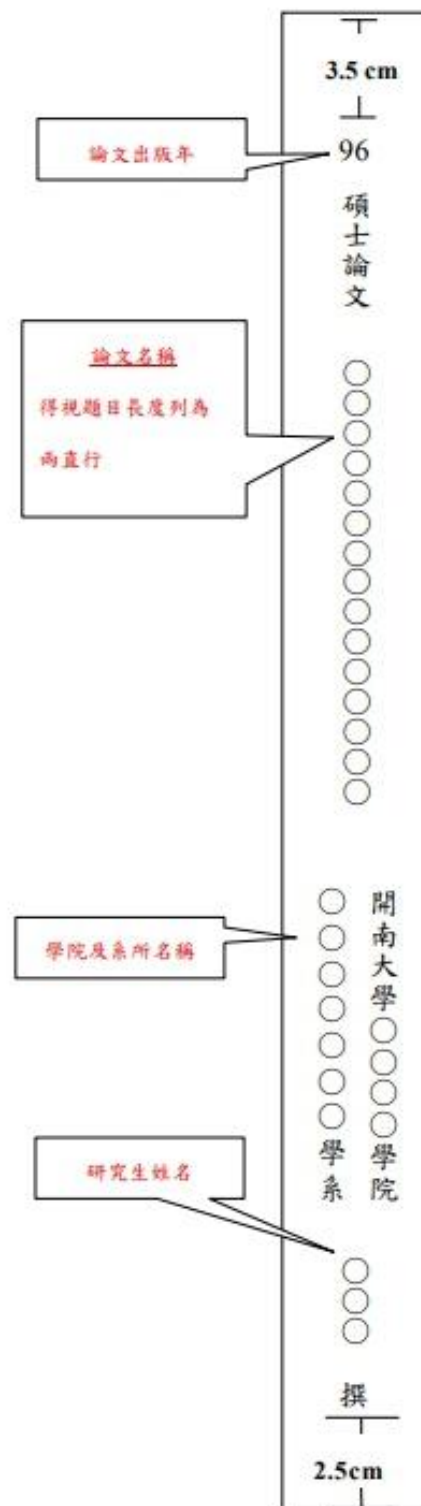
Title in English: ○○○○○○○○○○○○○○○ (English Thesis Title)

Supervisor: Dr. ○○○

Candidate: ○○○ (Author)

Republic of China, Year ○○○, Month ○, Year ○○○○

The width of the book spine and font size may vary depending on the volume of the individual's thesis. The font used should be consistently in 標楷體 (KaiTi) for Chinese characters and Times New Roman for English and Arabic numerals.



Kainan University
Master's Degree Thesis
Thesis Oral Defense Committee Approval Form

This thesis, completed by [Your Name] in the [Your Department] at Kainan University Graduate Institute, has been reviewed and approved by the committee during the oral defense held in the ____th year of the Republic of China, ____ month.

The committee has determined that the thesis meets the standards for a master's degree and has been granted approval following deliberation and a successful oral defense.

Chinese Thesis Title: _____

English Thesis Title: _____

Signature of Approved Examining Committee Members:

Supervisor: _____

Republic of China, Year ○○○, Month ○

Chinese Thesis Title

Abstract

Keywords: ○○○○, ○○○○, ○○○○

English Thesis Title

Abstract

Keywords: ○○○○, ○○○○, ○○○○