GUIDELINES FOR WRITING THE Ph.D. (Doutoramento) THESIS

1. Thesis structure

1.1. The final version of a Ph.D. thesis should be useful in two different ways: as a tool for consulting on methods and techniques, and as a review on the state of the art. There are two possible structures for the thesis, one recommended and one alternative.

1.2. **Recommended structure**: the writing of the different sections of the thesis, which, off course will include a **general Introduction** and a **final Discussion.** The structure of the thesis will follow the guidelines bellow:

1.3.

    1.2.1. The **Summary** describes the main achievements, advances and conclusions. It should give a brief but accurate idea of what was accomplished with the thesis work. It the thesis is written in English, an extended summary in Portuguese will be necessary.

    1.2.2. The **introduction** will include a revision of the state of art on the subject matter and should constitute a framework for the thesis objectives and achievements.

    1.2.3. The **Final Discussion** consists of an integrated discussion of all the thesis results, enhancing the advances and the main conclusions and should include an exposition of the expectations for future developments in the area.

    1.2.4. The other chapters of the thesis will be written like scientific papers, including the following sections: <u>Summary, Introduction, Materials and Methods, Results, Discussion, References</u> and <u>Acknowledgements</u>.

    1.2.5. Any section of the thesis that was included in a published paper can be further expanded and complemented with any relevant information, like other relevant results and experiments which could not be included in the published papers, due to editorial, or other, restrictions.

1.3. The thesis may include results, which have not been directly obtained by the author, e.g. which resulted from collaboration. It is mandatory that the effective contribution of the author to the results of each section of the thesis is perfectly clear. This can be easily done in the Acknowledgements section of each chapter.

1.4. Candidates are encouraged to obtain an ISBN for the final thesis document

2. Thesis format

<u>Format</u> – B5 – 18 cm (width) x 25 cm (height)

<u>Line Spacing</u> – 1.5 lines

<u>Font</u> – Equivalent to Arial 11

<u>Length</u> – maximum length 250 pages although 150 or less may be optimum; theses with more than 250 pages have to be justified and authorized by the Coordination Committee of the Scientific Council.

<u>Cover</u> – The cover must include:

[Title] (and sub-title if any)
[Author´s name]
Dissertation presented to obtain the Doutoramento (Ph.D.) degree in [*domain*] at the Instituto de Tecnologia Química e Biológica da Universidade Nova de Lisboa
Oeiras, [*month and year*]

<u>Spine</u> – The book spine must include

[*Author's name*] (first and last)
[*Thesis title*]
Oeiras, [*month*]
[*Year*]

<u>Last page</u> - Ph.D. Students sponsored by the *Fundação para a Ciência e a Tecnologia* (FCT) must refer that support in the last page of the thesis; other PhD fellowships must be similarly acknowledged.

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