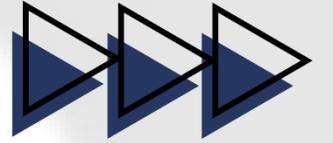




GUIDELINES

Presentation and Formatting of the Dissertation

University of Arts



Contents:

- **Originality of the Dissertation**
- **Compliance with Formatting Requirements**
- **Inter-institutional Doctoral Studies**
- **Submission of Copies**
- **Dissertation Formatting Requirements**

1. Originality of the Dissertation



The **dissertation topic** must constitute an **original** artistic and scientific work.

2. Compliance with Formatting Requirements



The **dissertation** must be prepared in accordance with the official presentation guidelines.



Dissertations that do not meet these requirements **will not** be accepted until all formatting elements are fully complied with.

3. Inter-institutional Doctoral Studies



In **inter-institutional programs**, different presentation standards may be applied, provided that they are **defined in the agreement** between the partner institutions.

4. Submission of Copies



The **candidate** must submit at least five **(5) original copies of the dissertation.**

5. Dissertation Formatting Requirements



Length

Cover Page

Title Page

Technical Requirements for Printing and Text

Internal Structure and Numbering

Notes, Tables, Diagrams, and Figures

Supplementary Materials

Bibliography

Citation Rules and Use of Sources

 REPUBLIC OF ALBANIA UNIVERSITY OF ARTS FACULTY OF DRAMATIC ARTS	
<small>Adresa: Blv. "Dëshmorët e Kombit", Sheshi "Nënë Tereza", Tiranë Shqipëri. Tel: +355 42 247 596, www.uart.edu.al</small>	
Doctoral Study Program in Program Name	
TITLE OF THE DISSERTATION	
Name of the Author Name of the Scientific Supervisor	
Tirana, Year	
<small>Adresa: Blv. "Dëshmorët e Kombit", Sheshi "Nënë Tereza", Tiranë Shqipëri. Tel: +355 42 247 596, www.uart.edu.al</small>	

Table 1

5.1 Length



The **dissertation** should be approximately **200–250 pages** in length, excluding figures, dramatic/filmic or literary examples, and tables with corresponding counters.

5.2 Cover Page



The **cover** page is formatted according to **Table 1**, with the following layout:

- At the top, centered: **the logo of the University of Arts.**
- Below: **the title of the study program.**
- At the center of the page:
 - **Full title of the dissertation**
 - **Name of the candidate/author**
 - **Name of the supervisor**
 - **Name of the co-supervisor**
 - **Year of defense**

5.3 Title Page



Must include::

- **The abstract in** Albanian and English
- Each abstract up to **200 words**
- Font: **Times New Roman, size 10**

Additionally:

- **Field of study** and **keywords** in Albanian and English

5.4 Technical Requirements for Printing and Text



Paper and Binding

- Paper format: **A4**
- White, high-quality paper
- The dissertation must **be bound**



Printing

- Printed on one side of the paper only
- Manuscripts are not accepted



Font and Spacing

- Text: **Times New Roman, 12 pt**
- Line spacing: **1.5**
- Long tables: **single spacing**
- Notes, citations, bibliography: **Times New Roman, 10 pt**



Margjinat

- Top margin: **1"**
- Bottom margin: **1"**
- Right margin: **1.25"**
- Left margin: **1.25"**



Page Numbers

- Placed at the bottom, centered on the page.

5.5 Internal Structure and Numbering



Preface

- Written in italics



Numbering

- Introduction: **Roman numerals**
- Main body of the dissertation: **Arabic numerals**
- Bibliography and appendices: **Arabic numerals**

5.6 Notes, Tables, Diagrams, and Figures



Tables

- Numbered with **Arabic numerals**
- Placed **within the text**, not at the end of the dissertation
- At the top of the table:
 - The word **"Table"**
 - The **corresponding number**
 - **The caption**
- When **a table continues** on the following page, **the caption is not repeated**
- If the table contains citations, references **are mandatory**



Notes (Footnotes)

- Placed at the bottom **of the page on which they appear.**



Diagrams and Figures

- Placed on the **corresponding page**
- Numbered with **Arabic numerals**
- Explanations are placed below **the figure or diagram**
- When a diagram continues on the next page, **the same rule as for tables applies**

5.7 Supplementary Materials



When the dissertation includes supplementary materials (CDs, videos, etc.):

- They are **physically attached** to the dissertation
- They are listed in the **Table of Contents**
- The Table of Contents is placed at **the beginning of the dissertation**

5.8 Bibliography, Citations, and Use of Sources



Bibliography

- Placed at the **end of the dissertation**



Use of ideas or works by other authors

- Must be **clearly indicated** in the text and **in the references/bibliography list**



Citations

- Must be **clearly indicated** with the corresponding source



Explanatory notes by the candidate

- Placed in **square brackets**



Secondary sources

- When the original source is unavailable but has been accessed through a secondary source, **both sources must be cited.**



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Thank You

