TITLE OF THE THESIS

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**ÖZYEĞİN UNIVERSITY**

**MONTH, YEAR**

TITLE OF THE THESIS

**by  
Name Surname**

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in  
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Advisor: Full Title Name Surname

Co-advisor: Full Title Name Surname

Graduate School of Social Sciences   
Özyeğin University  
İstanbul

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# DECLARATION OF ORIGINALITY

I hereby declare that I am the sole author of this thesis and that this is the true copy of my thesis, including the final revisions, approved by my thesis committee. All data and information have been obtained, produced, and presented in accordance with the rules of research ethics and principles of academic honesty. As required by these rules, to the best of my knowledge I have acknowledged ideas, thoughts, and any copyrighted material in accordance with the standard referencing rules. I certify that any part of this thesis has not been submitted for a degree or diploma in another educational institution.

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# ABSTRACT

All main titles including the **ABSTRACT** must be bold in Times New Roman, 12 pt. From this page on, the main text should always be in Times New Roman 12 pt., double-line spaced throughout the manuscript. The margins throughout the manuscript are 3,5 cm from the left, 2,5 cm from the right, 2,5 cm from the top, and 2,5 cm from the bottom. In all pages that begin with main headings, margins should be 3,5 cm from the left, 2,5 cm from the right, 3,5 cm from the top, and 2,5 cm from the bottom. This document is formatted as it is required to guide you. The abstract must be written in a single paragraph (non-indented) like this. An abstract briefly states the aim of the study, method, results, and conclusion of the study. On the abstract page, a maximum of five keywords must be written at the end of the page (see below). Keywords are written in lowercase and separated with commas. If a keyword is a proper word, its first letter should be capitalized. The first keyword must be capitalized. Do not put punctuation at the end of the keywords line.

***Keywords***: Keyword1, keyword2, keyword3, keyword4, keyword5

# ÖZET

This is where the Turkish version of the abstract goes. The same formatting principles given for the English abstract apply to the Turkish version.

***Anahtar Kelimeler***: Kelime1, kelime2, kelime3, kelime4, kelime5

# ACKNOWLEDGMENTS

The acknowledgments page is optional. However, if there is a funding agency that supports the thesis work or a provider of data that is not publicly available, this support should be acknowledged on an acknowledgment page. Also, permissions obtained for the use of copyrighted materials should be acknowledged on this page. The acknowledgment page can include multiple paragraphs. The first lines of the paragraphs should be indented with 1 tab (1.25 cm).

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# LIST OF ACRONYMS AND ABBREVIATIONS

**HVAC:** Heating, Ventilating and Air Conditioning

**IMR:** Institutional Mode of Representation

**ANOVA:** Analysis of Variance

**HCI:** Human Computer Interaction

**DES:** Design

**VR:** Virtual Reality

# LIST OF SYMBOLS

**df:** Degrees of freedom

**F:** F distribution

**X̄:** Arithmetic average

**κ (kappa):** Cohen’s measure of agreement corrected for chance agreement

**σ (sigma):** Population standard deviation

**Σ (capital sigma):** Population variance-covariance matrix

**Σ (capital sigma):** Population variance-covariance matrix

# 1. INTRODUCTION

Each chapter must begin on a new page. The first chapter is always named Introduction. The chapters are numbered in Arabic numerals, and all main titles are capitalized and bold. The main text including the section headings and subheadings are all 12 pt. The text after section headings begins as a new paragraph.

For the preliminary pages, use small Roman numerals (iv, v, vi, vii, and the like) as it is in this document. The Title page, the Approval page, and the dedication page (if any) do not have page numbers but count pages as i, ii, and iii, respectively. Explicit page numbering begins with page number iv on the Declaration of Originality page. If there is no dedication page (which is optional), numbering begins on the Declaration of Originality page, starting with iii. Use Arabic numerals beginning with "1" on the first page of the main text (i.e., the first page of the Introduction) and continue consecutively until the end, including the References and Appendices. It is already done in this document by page numbering.

There is no extra spacing after a paragraph or between paragraphs. All first lines of the paragraphs must be 1 tab (1,25cm) indented. The main text should be justified throughout the manuscript. Each subsection of a chapter should follow the next without a page break. A new chapter, however, starts with a new page.

Every thesis should have an introduction. An introduction explains the purpose of the study, includes a section on the review of the literature which delineates theories and empirical studies that are used to frame the research purpose and questions, and an explicit statement of the research questions and hypotheses of the thesis. A chapter has subsections. Level 1 heading is the chapter headings. They are all centered in uppercase and centered (e.g., **1. INTRODUCTION**). There is a 12 pt. space after the heading.

## 1.1 Literature Review

Level 2 headings should be 12 pt., justified, bold, title case (first letters of each word is capitalized and the other letters are small (e.g., **1.1 Literature Review**). In Level 2 headings the text begins as a new paragraph like this (e.g., the first line is 1 tab indented)[[1]](#footnote-1).

### 1.1.1 Primary Concept/Theory

Level 3 headings should be 12 pt, bold italic, justified, and title case (e.g., ***1.1.1 Primary Concept***). The text begins as a new paragraph like this.

#### 1.1.1.1 Secondary Concept/Theory

Level 4 headings should Level 4 headings should be 12 pt, 1 tab indented, justified, bold, (e.g., **1.1.1.1 Secondary Concept**). The text begins as a new paragraph like this.

##### 1.1.1.1.1 More on the Secondary Concept

Level 5 headings should be 12 pt, 1 tab indented, justified, bold, italic, title case (e.g., ***1.1.1.1.1 More on the Secondary Concept***). The text begins as a new paragraph like this. As per APA Publications Manual V. 7 rules, the maximum number of headings levels is 5. Please limit your heading levels with 5.

## 1.2 Aims and Objectives

# 2. METHOD

Titles, categorizations, and divisions in this template are indicated as suggestions, with the exception of the Introduction, which is mandatory. Each student is expected to format the structure of the thesis according to his/her research design. Please check the Publications Manual of American Psychological Association (APA) V.7 for further formatting rules and guides.

## 2.1 Research Phases

In some studies, equations are presented to elucidate the type of analysis conducted. If equations are included, they should be presented on a separate line, centered and italic as shown in the sample equation below. The number of an equation is given in parenthesis on the right side of the equation. Equations should be numbered for each chapter as exemplified below and referred to in the text as Equation 2.1. Multiple equations or syntaxes can be given in an appendix or within the text.

(2.1)

## 2.2 Theory

# 3. CASE STUDY

Titles, categorizations, and divisions in the present template are indicated as suggestions, except Introduction, which is mandatory. Each student is expected to format the structure of the thesis according to his/her research design. Please check the Publications Manual of American Psychological Association (APA) V.7 for further formatting rules and guides.

## 3.1 Data Gathering and Survey

In some cases, we may have tables and figures in the literature review as well to visually represent theoretical models. Table 3.1 provides an example of the format of a table. Publications Manual of American Psychological Association (APA) 7 provides a variety of sample tables and figures for different types of analysis. Please check the Manual for the table and figure format that is appropriate for your analyses.

Table 3.1 provides an example of the format of a table. Publications Manual of American Psychological Association (APA) 7 provides a variety of sample tables and figures for different types of analysis. Please check the Manual for the table and figure format that is appropriate for your analyses.

Please note that illustrations such as photographs are designated as figures and they should be given a number as a figure (e.g., Figure 3.1). If any material you use in tables, figures, and illustrations is copyrighted make sure that you have written permission to use it in your work.

All tables should be placed within the text where their content is explained. Tables must be referenced in the text and numbered for each section (e.g., Table 1.1, Table 2.1, Table 3.1). Letter and symbol fonts within a table can be 12, 11, 10, 9, or 8 pt. Font size cannot be smaller than 8 pt. The font size should be consistent across the tables in a thesis. The table title should be written in Times New Roman 12 pt., double-spaced (if there is more than one line), justified, italic, and title case. There is no period at the end of the table title and the table number. The title of a table should be short, preferably one line.

**Table 3. 1** The Title of the Table

|  |  |  |  |
| --- | --- | --- | --- |
|  | Total | Girls | Boys |
|  | *n M (SD)* | *n M (SD)* | *n M (SD)* |
| Age |  |  |  |
| Grade |  |  |  |
| SES |  |  |  |

*Note. A note to a table is optional. If there is going to be a note it should be in Times New Roman,10 pt, italic, single-spaced, sentence case, and ending with a period like this.*

*SES: Socioeconomic status.*

## 3.2. Preliminary Results

A figure or a table should not begin right after a heading. There should be a text between a figure and a heading. All figures should be referenced in the text and numbered for each chapter. Please note that in the last version of the Publications Manual of APA 7, the caption of a figure is placed above the figure (see Figure 3.1). Letter and symbol fonts within a figure can be 12, 11, 10, 9, or 8 pt. Font size cannot be smaller than 8 pt. The font size should be consistent across the figures throughout the thesis. For sharpness and clarity of the figures and illustrations, the resolution should be 300 dot point inch (dpi). Figures, illustrations, and tables can be colored or black and white. If colored, they should be printed in color. For black and white figures, make sure that you use identifying markers for different elements (e.g., bars). The caption of a figures should be written in Times New Roman 12 pt., double-spaced (if there is more than one line), justified, italic, and title case. Please note that there is no period at the end of the caption and the figure number. A figure caption should be short, preferably in one line.

**Figure 3. 1** *The Caption of the Figure*



*Note. A note to a figure is optional. If there is going to be a note it should be in Times New Roman, italic 10 pt. single-spaced, sentence case, and ending with a period like this.*

# 4. ANALYSIS

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## 4.1 Qualitative Analysis

## 4.2 Quantitative Analysis

# 5. CONCLUSION

The conclusion section of a thesis summarizes and interprets the findings of the study in view of the theory and empirical work presented in the literature review section of the thesis. The writer should avoid introducing new content in the discussion unless the findings are unexpected with respect to the theory and empirical research on which the study design is based, and new information is needed to interpret the unexpected findings.

The conclusion part does not include any statistical information unless it is crucial to mention these statistics. A discussion ends with addressing the limitations of the study and suggestions for future research, and one or two conclusion paragraphs summarizing the findings, and the contribution to the literature.

# REFERENCES

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# APPENDICES

# APPENDIX A. THE TITLE

Ancillary material should be put in appendices, which appear right after the References. The appendices section should begin with a cover page like the previous page in this template. Each Appendix should be given on a separate page titled consequently (e.g., **APPENDIX A**, **APPENDIX B,** etc.)

# APPENDIX B. THE TITLE

1. Footnotes should be in Arabic numerals and numbered consecutively throughout the thesis/dissertation; Formatting: Times New Roman, 10 pt., single space. [↑](#footnote-ref-1)