## C:\Users\ozgekaradag\Desktop\lisansüstüformlar\logonew (15).jpgHALİÇ UNIVERSITY INSTITUTE OF GRADUATE EDUCATION

……………………………….. **DEPARTMENT THESIS/TERM PROJECT PROPOSAL FORM**

Date...../...../..........

Name and subject of the Thesis/Term Project of the graduate student holding the below given identity information are specified. Kindly submitted for your information and I kindly request you to do the needful.

**Advisor**

(Title, Name, Surname and Signature)

**Head of Department**

(Title, Name, Surname and Signature)

|  |  |
| --- | --- |
| **Name-Surname of the Student:** | **Student Number:** |
| **E-mail:** | **GSM:** |
| **Department:** | **Signature:** |
| **Program:** | [ ] MA/MSc with Thesis | [ ] Non-Thesis MA/MSc |
| Name of the Thesis/Term Project:Subject and Purpose of the Thesis/Term Project: (Subject must be specified in brief and originality / authenticity that sufficiently define the thesis scope) |

**Appendix:** Committee’s report

According to the decision dated …./…../…. and numbered of the Institute of

Graduate Education, the name and subject of the Thesis / Term Project mentioned above is accepted unanimously / by majority of votes.

**Institute Manager**

|  |
| --- |
| RECORDS OF DOCUMENTS |
| Date of Registry | Registry No | Appendix |
|  |  |  |

(Title, Name, Surname and Signature)

## C:\Users\ozgekaradag\Desktop\lisansüstüformlar\logonew (15).jpgHALİÇ UNIVERSITY INSTITUTE OF GRADUATE EDUCATION

………………………………….. **DEPARTMENT**

Date...../...../..........

|  |  |
| --- | --- |
| **Name-Surname of the Student:** | **Student Number:** |
| **E-mail:** | **GSM:** |
| **Department:** | **Signature:** |
| **Program:** | [ ] MA/MSc with Thesis | [ ] Non-Thesis MA/MSc |

Thesis/project proposal that the above-mentioned student wants to prepared under the title..........................................................in Department/Art Department ...................................

is evaluated on ..../…./. , and accepted by the thesis/project proposal commission.

I kindly request you to do the needful.

**JURORS OF THE THESIS PROPOSAL/PROJECT MONITORING COMMISSION**

|  |  |  |
| --- | --- | --- |
| Name-Surname and Signature of the Advisor | Name-Surname and Signature (Member) | Name-Surname and Signature (Member) |
| Commission Proposal: |  |  |

**THESIS/TERM PROJECT PROPOSAL FORM HALİÇ UNIVERSITY**

**INSTITUTE OF GRADUATE EDUCATION**

**………………………… DEPARTMENT MA PROGRAM**

**THESIS/TERM PROJECT PROPOSAL NAME**

**NAME-SURNAME OF THE STUDENT**

**ADVISOR OF THE THESIS/TERM PROJECT**

DATE

(Application Date)

**……………………………. DEPARTMENT MA/MSc PROGRAM**

|  |  |
| --- | --- |
| **Name-Surname of the Student:** | **Signature:** |
| **Advisor Faculty Member:****(Name-Surname, Institution, Department)** | **Signature:** |
| **Name-Surname of the Second Thesis Advisor:** | **Signature:** |
| **Thesis/Project Title: …..**Thesis/project title must be clear and brief to fully reflect the study according to the thesis subject. Except for the standard abbreviations generally accepted in the scientific world, the title must not contain abbreviations, italic font, tables, figures, graphics, physics, chemistry or mathematical formulas, symbols, superscripts or subscripts, Greek letters or other non-standard symbols orcharacters. |

# Subject and Purpose of the Thesis/Project: ….

It contains the purpose of the thesis with a three-to-five sentence statement explaining the subject of the Thesis/Project. Purpose of the study is to ensure that the student gains the ability to access new information, evaluate and interpret information and produce original scientific knowledge through carrying out scientific researches. Subject of the thesis/project must be suitable for these purposes.

# Scientific Basis: ………………

It is the section consisting of a summary of minimum 500 words explaining the subject, purpose and hypothesis, if any, of the thesis/project. References, which constitute the scientific basis of the thesis/project proposal, must be cited according to the ‘in-text citation rules’ given in the thesis writing guidelines.

# Work Plan / Method of the Thesis/Project: ……………………

It is the section that explains the method and the tools to be used and the path to be followed in the thesis/project study, and that gives information about the preliminary studies carried out to research the subject and about how to conduct the thesis. The type, place and time (estimated start and end times) of the study, population and sample (sampling method, sampling criteria), data collection tools, data collection method, path to be followed and statistical methods must be explained in this section. Materials such as questionnaire/scale etc. to be used in the study must be attached to the Thesis/Project Proposal Form under the heading of appendices.

**Purpose and Type of the Study:** Reason and type of the study, and research type must be clearly stated.

**Place and Time of the Study:** Information about the place where the study will take place (laboratory, hospital, museum, field etc.), start and end dates of the research and data collection date must be specified.

**Population and Sample of the Study:** Research population as well as the sample to be selected from the research population and the sampling method must be explained.

**Data Collection Tools:** Document/record review, questionnaire, scale (names of the scales used), question form, test, interview, focus group, observation, checklist, ethnography, oral history, case study, experiment, etc. must be specified.

**Data Evaluation:** Information such as technique/method of data analysis, package programs used, statistical tests to evaluate the study variables, significance value etc. must be written.

## Ethical Aspect (for the health care field)

In researches that require physical, psychological or drug applications on humans or animals, the ethics committee must be consulted, and in cases where the approval of the ethical committee is required, data/material collection and experiments will be carried out following the approval of the ethics committee. Informed consent will also be obtained from the individuals in such studies and this consent form will be presented in the appendices section. In cases where the laboratory or its devices are used, a written permission will be obtained from the institution authority.

# Financial Support for the Thesis Study:

It is the section that specifies how the study cost will be covered and also specifies the received support, if any.

# References Used in the Thesis Proposal:

It is the section where the references used while preparing the thesis proposal are listed. Each reference (at least 10) used in the text must be included in the list of references. In-text citation of the references and the writing of the list of references must be arranged according to the references writing style given in the institute's thesis writing guideline.

**Citation in the Text**

***Use of References at the Beginning of a Sentence***

## Example:

In his study, Sabuncu (2002) emphasized that the percentage of washing hands is higher in nurses in intensive care units.

***Use of References at the End of a Sentence***

While citing in the text, there must be a comma between the name and the name if the reference is given at the end of the sentence.

## Example:

In a study, it is emphasized that the percentage of washing hands is higher in nurses working in intensive care units (Sabuncu, 2002).

***Use of References at the End of a Sentence***

## Example:

In a study, it is emphasized that the percentage of washing hands is higher in nurses working in intensive care units (Sabuncu, 2002).

***Secondary References (Referencing from another Publication)***

## Example:

According to Çalışkan (2006), Yüksel (1978) states that nutrition is effective in pressure sores.

***Using More Than One Reference in the Same Place***

## Example:

Sabuncu (2007), Sabuncu ve Şenturan (2008) and Sabuncu ve ark. (2009) showed in their studies that washing hands is an important factor that prevents the spreading of infections.

***References with One Author***

## Example:

In his study, Sabuncu (2002) emphasized that the percentage of washing hands is higher in nurses working in intensive care units.

***References with Two Authors***

## Example:

Sabuncu ve Şenturan (2009) state in their study that washing hands is an important factor that prevents the spreading of infections.

***References with Three or More Authors***

## Example:

Sabuncu ve ark (2009) state in their study that washing hands is an important factor that prevents the spreading of infections.

***Laws and Regulations Published on Official Gazette***

## Example:

Criteria regarding transplant are explained through laws and regulations (Official Gazette of the Republic of Turkey, March 12, 2002, no: 351).

***Other Newspapers***

## Example:

……………………………………… (Cumhuriyet, October 5, 2009). In its news on the importance of the matter, the newspaper Cumhuriyet (October 5, 2009)………….

***References Written by an Organization or Working Group***

## Example:

The first use: Turkish Nurses Association (2005) arranges the schedules of the relevant courses that it organizes (Turkish Nurses Association, 2005) The second

and following uses: TNA (2005), ……………………. at the end of the course that it organizes

…………………………………………………… (TNA, 2005)

***Web Pages***

In the dictionary of Turkish Language Association, ‘Empathy’ is defined as…………..…………

([www.tdk.gov.tr,](http://www.tdk.gov.tr/) Access date: May 10, 2009).

***Documents Saved on Compact Discs***

## Example:

(Craven 2008, CD-ROM).

## Citation in the References Section Example:

**Abrahart, R. J. and See, L.** (1998). Neural Network vs. ARMA Modelling: Constructing Benchmark Case Studies of River Flow Prediction. In GeoComputation ’98. Proceedings of the Third International Conference on GeoComputation, University of Bristol, United Kingdom, 17–19 Eylül (CD-ROM).