**Before Starting the Thesis writing**

1. The first source of thesis writing rules is the Thesis Writing Guide.



1. This template, when prepared taking into account the Template Explanation, only meets the requirements in the Thesis Writing Guide in terms of form. The correct preparation of the scope of the chapters is the responsibility of the thesis author.
2. This template is prepared as MS Word Document Template. Just rely on the templates you can download from the Graduate School website. Do not rely on templates from other sources. The Graduate School does not take responsibility for this matter.
3. MS Word files can cause page shifts depending on the printer settings. For this reason, it is recommended to save the completed thesis in PDF format and make controls on this format and print it out from the PDF file. It should be noted that the printed thesis has to comply with the Thesis Writing Rules.
4. You can see or hide all paragraph marks (such as spaces and tabs) and hidden formatting marks (such as page break, section break) on the Home tab  icon on MS Word. Do not delete chapter breaks and page breaks expressions unnecessarily. Otherwise, the page numbering structure will be disrupted and will have to be reconfigured.
5. All explanations in the template must be deleted before your thesis is printed.
6. When you complete the table on the next page, First Pages and Front Sections will be prepared. All fields in the table must be filled in by entering on the keyboard. Never change style from the style gallery or copy/paste from another field.
7. It should be noted that the scope of some parts of the thesis booklet must comply with the Thesis Writing Rules. The Thesis Writing Guide and Template Explanation should be examined on how to prepare the scope of the Preface, Abstract, Lists, and Introduction.
8. This information sheet and the following table should not be included in the thesis booklet.

**Please Keep in Mind**

A thesis in graduate education is a written scientific report that presents the information obtained as a result of trying to validate the hypotheses predicting the solution of a scientific problem with scientific methods.

Therefore, in a thesis the answers to the following questions must be clearly defined:

1. What is your scientific problem? - Problem definition
2. Why is this problem important? - The importance of the problem
3. What is the final purpose of your thesis? - Purpose
4. How do you assume the relationship between which variables of the problem? - Hypotheses
5. In which methods do you want to prove the existence of the relationship between variables? - Method
6. What are other researchers' approaches to your problem or similar problems? - Literature knowledge
7. What are the benefits of solving the problem? - Social benefit.
8. What materials and methods did you use? - Materials and Methods
9. What are the data obtained as a result of your experiments and / or observations? - Results
10. What comments did you make after the analysis of each finding? - Discussion
11. What information do you bring to humanity and science after your discussions and comments? - Conclusion
12. What works did you use? – References

The first 7 questions must be answered in the chapter “Introduction”. The answer to the 5th question is also given in detail as a section or subsection. Separate sections are used for answers to other questions.

*We wish you success in writing your thesis*

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* **When Filling the Table**, enter characters only from the keyboard, do not copy/paste from other media. Also, do not apply a different style from the styles gallery.
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Preface

The first paragraph should give information about the importance, difficulties, limits and motivation factors of the thesis subject. This information should be written by the thesis author and should not be quoted. If necessary, 2-3 short paragraphs can be created. In a new paragraph following this information, the contributions of the persons, institutions and organizations who first count as direct contributions to the thesis studies and then indirectly contribute should be expressly acknowledged.

Edit the content taking into account the text given here.

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If the thesis studies are prepared with the support of a project or ethics committee, in the last paragraph of the Preface, the protocol numbers or the date of the letters shall be indicated to the institutions / organizations providing financial support to the thesis studies or granting written permission (as follows). If this is not the case, the following paragraph is deleted.

This thesis was supported by the project number **FF.XX.XX** by Firat University Scientific Research Projects Coordination Unit (FÜBAP). The studies were carried out with the permission of the Ethics Committee ... / .... / 20 ... and numbered ........

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To update the list, right-click on the list and click “Update Area” and then in the window that opens select “Update whole table”

Before final PDF formation, double-click on the page numbers with Roman numerals only should be selected and then deselected the options “small-caps”

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Abstract

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This style should not be changed. If necessary, the “Abstract” style from the Style Gallery should be used.

The importance of the topic and the purpose of the thesis should be defined in the first 1-2 sentences, the hypotheses of the thesis should be clearly stated with 1-2 sentences, the sample and sample size should be stated in 1-2 sentences, the method used should be given with 1-2 sentences, and brief information should be presented about the findings with a few sentences. Finally, the information produced should be expressed briefly.

At the bottom of the abstract, there should be keywords that describe the topic. A minimum of 3 (three) and a maximum of 6 (six) keywords are used.

Edit the content taking into account the text given here.

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The Abstract should be limited to 250 words and should not contain items such as atribution notation, figures, tables and equations. Symbols such as superscripts and Greek letters should not be used whenever possible. More than 250 words of abstract are not stored in the National Thesis Data Center. In any case, abstract and keywords should be limited to one page. Abstract and keywords exceeding one page are not accepted by the Graduate School.

**Keywords:** Keyword 1, Keyword 2, Keyword 3, …

Özet

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[Program Seçiniz]

Ocak 2020, Sayfa: [Select Number] + 001

Bu alanda yazım stili değişikliği yapılmamalıdır. Gerek duyulması halinde Stil Galerisinden “Özet Metni” stili kullanılmalıdır. Yazı büyüklüğü 10 punto ve 1,25 aralık ayarlıdır. Paragraf başları (ilk satır) 1 cm sol girinti ile başlar. Paragraflar arasında ayrıca boşluk bulunmaz.

İlk 1-2 cümlede konunun önemi ve tezin amacı tanımlanmalı, 1-2 cümle ile tezin hipotezleri açıkça verilmeli, 1-2 cümlede örneklem ve örneklem büyüklüğü belirtilmeli, 1-2 cümle ile yöntem hakkında bilgilendirme yapılmalı, birkaç cümle ile bulgular hakkında kısa bilgiler sunulmalıdır. Son olarak üretilen bilgi kısaca ifade edilmelidir. Özetin altında, konuyu tanımlayan anahtar kelimeler bulunmalıdır.

En az 3 (üç) en fazla 6 (altı) anahtar kelime kullanılır.

Özet ve Abstract sayfası 250 kelime ile sınırlandırılmalı, kaynak gösterimi, şekil, tablo ve denklem gibi öğeler bulundurmamalıdır. Mümkün oldukça üst ya da alt simge ve Yunan harfleri gibi semboller kullanılmamalıdır. Özetin 250 kelimeyi aşan kısımları Ulusal Tez Veri Merkezinde saklanmaz. Her hâlükârda özet ve anahtar kelimeler bir sayfa ile sınırlandırılmalıdır. Bir sayfayı aşan özet ve anahtar kelimeler Enstitü tarafından kabul edilmez.

**Anahtar Kelimeler:** Anahtar kelime 1, Anahtar kelime 2, Anahtar kelime 3, ...

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[**Figure 2.2.** Selecting Heading 1 from the style gallery will automatically process the numbering of the Chapter heading and configure it 3](#_Toc29768886)

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[**Figure 3.3.** This figure caption consisting of two lines, written with 10 pt font size and single spacing. Also, Indent-Custom-Hanging = 1.7 cm is set. 5](#_Toc29768889)

[**Figure 5.1.** Sample scaling for a figure that can be used to present the findings 8](#_Toc29768890)

Bottom line contains the hidden information Page Break. Delete this red info line.

To update the list, right-click on the list and click “Update Area” and then in the window that opens select “Update whole table”

Lıst of Tables

If there is no Table in your thesis, delete this page with the hidden phrase “End of Page”

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[**Table 5.4.** A table example including citations with surname-year method 9](#_Toc29599459)

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If there is no Appendices in your thesis, delete this page with the hidden phrase “End of Page”

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Bottom line contains the hidden information Page Break. Delete this red info line.

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Symbols and Abbreviations

**Symbols**

Here are a few examples. See the description file and examples. Don't forget to delete this note!

Symbols and Abbreviations is written in alphabetical order. There are 6 pt spaces before the first line.

: Photocurrent

VOC : Open Circuit Voltage

**Abbreviations**

CIGS : Copper Indium Gallium Di-Selenite (Cu(InGe))

DSSCs : Dye Sensitized Solar Cells

The bottom line contains the End of Section (Next Page) secret information. Delete this red line.

**Attention!**

If the symbols and abbreviations do not fit within the same page, first the **Symbols** page and then the **Abbreviations** page is used.

In this case, delete small headings with underlines.

For titles, you should mark the style “…….” in the style gallery.

Titles are not automatically displayed in the TOC unless style selection is made!

# Introduction

............... .. ...... .... .... .... ..... ..... .... ..... .... . ....... .......... ........ .... ... ................ ...... ..... .... ...... .. ...... ........ ....... . .... .

Do not start writing the thesis without reviewing the template description file!

The Graduate School cannot be held responsible for any errors caused by the wrong use of the template!

............... .......... ...... .... .... .... ..... ..... .... ..... .... . ....... .......... ........ ....... ................ ...... ..... .... ...... .. ...... ........ ....... . .... .

It is not recommended to use elements such as figures, tables and equations and various sub-section headings in the introduction. It is recommended that the paragraphs be listed in relation to each other and that the last paragraph contains brief information about the scope of the thesis study.

............... .......... ...... .... .... .... ..... ..... .... ..... .... . ....... .......... ........ ....... ................ ...... ..... .... ...... .. ...... ........ ....... . .... .

In this Chapter, it is useful to write paragraphs that contain the answers to the first 7 questions on the first page of the template.

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The bottom line contains the End of Section (Next Page) hidden information. Delete this red line.

# Chapter Heading (Example, Cannot be Used)

Mark the Chapter Headings as Heading 1 from styles gallery.

24 pt blank after Heading

All headings must have text just below them. The information that causes the use of the heading should be given under chapters, sections or subsections.

............... .......... ...... .... .... .... ..... ..... .... ..... .... . ....... .......... ........ ....... ................ ...... ..... .... ...... .. ...... ........ ....... . .... .

You can select section headings from the styles gallery as Heading 2

Before 20 pt and after 12 pt blank

## Example of Section Heading 2

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### Example of Subsection Heading 3

You can select subsection headings from the styles gallery as Heading 3

Before 20 pt and after 12 pt blank

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### Another Example of Subsection Heading 3

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You can select the heading 4 from the styles gallery as 4thHeading

Before 16 pt and after 6 pt blank

Example of Headings 4

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## Example of Section Heading 2

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## Example of Section Heading 2

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### Example of Subsection Heading 3

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### Example of Subsection Heading 3

.............. The figures used in the thesis should be mentioned in the text like “....given in Figure 2.1.” or “As can be seen from Figure 2.2, ……..” or similar sentences as shown in Figure 2.1. ....... ....... ................ ...... ..... .... ......

....... There are two BLANK style lines between the upper limit of the figure and this text.

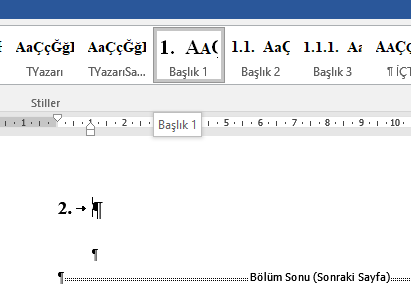
BLANK Line (10 pt)

BLANK Line (10 pt)



**Figure 2.1.** Starting a new Chapter on a new page

Before 10 pt and After 24 pt blank



**Figure 2.2.** Selecting Heading 1 from the style gallery will automatically process the numbering of the Chapter heading and configure it

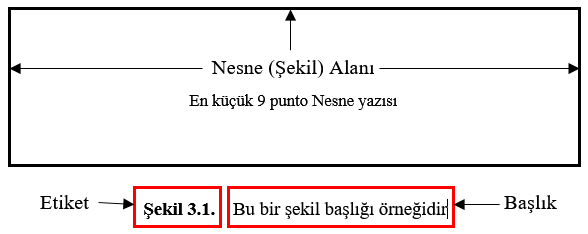
Below this line is the hidden information “End of Section (Next Page)”

# Chapter Heading (Example, Cannot be Used)

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## Example of Section Heading 2

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**Caption**

This is an example of Fig. caption

**Figure 3.1**

**Label**

Object Area

Minimum 9 pt for object text

**Figure 3.1.** Elements of a Figure; object area, label and caption

Generate figure labels (and their numbers) automatically from the “Insert Caption” Icon in the “References” tab (See Figure 3.2). This will automatically create the List of Figures. Check the rankings in the PDF file before printing the thesis. Update the fields if there are any errors. Don't forget to update the List of Figures.

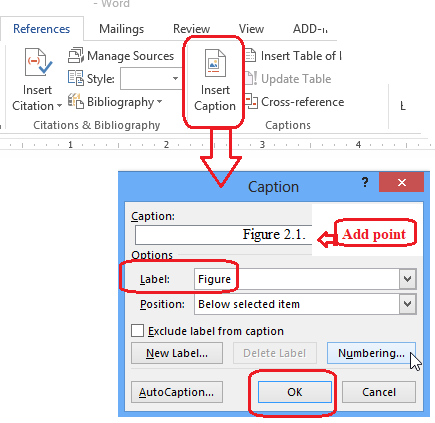
## Example of Section Heading 2

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### Example of Subsection Heading 3

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**Figure 3.2.** Adding a Figure label automatically in MS Word using “References Menu”

**Figure 3.3.** This figure caption consisting of two lines, written with 10 pt font size and single spacing. Also, Indent-Custom-Hanging = 1.7 cm is set.

### Example of Subsection Heading 3

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**Table 3.1.** An Example of a table layout and caption

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| SILAR Num | Jsc  (mA/cm2) | Voc  (V) | Im  (mA) | Vm  (V) | FF | Verim  (%) | RS  (Ω.cm2) |
| 2 | 0.067 | 0.054 | 0.046 | 0.018 | 0.23 | 0.001 | 0.76 |
| 3 | 0.463 | 0.127 | 0.256 | 0.066 | 0.29 | 0.017 | 0.258 |
| 4 | 2.159 | 0.211 | 0.721 | 0.111 | 0.18 | 0.080 | 0.154 |
| 5 | 2.635 | 0.199 | 1.108 | 0.102 | 0.22 | 0.113 | 0.092 |
| 6 | 0.708 | 0.174 | 0.384 | 0.102 | 0.32 | 0.039 | 0.265 |

### Example of Subsection Heading 3

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............... .......... ...... .... .... .... ..... ..... .... ..... .... . ....... .......... ........ ....... ................ ...... ..... .... ...... .. ...... ........ ....... . .... .

Example of some Equation layout

(2.1)

(2.2)

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Example of Headings 4

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## Example of Section Heading 2

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# Material and Method

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## Material (Example)

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### Example of Subsection Heading 3

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## Method (Example)

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### Example of Subsection Heading 3

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## Calculations (Example)

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### Example of Subsection Heading 3

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# Results and Discussion

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## Average Size of Figures (Example)

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**Figure 5.1.** Sample scaling for a figure that can be used to present the findings

## Presentation of Tables (Example)

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**Table 5.1.** Calculated band gap energies of samples (Example)

|  |  |
| --- | --- |
| Sample | Band Gap Energy(eV) |
| N(1) | 2.38 |
| N(2) | 2.98 |
| N(3) | 3.23 |
| N(4) | 3.32 |
| N(5) | 3.41 |
| N(6) | 3.46 |
| N(7) | 3.50 |

**Table 5.2.** Measured and calculated electrical parameters of solar cell (Example)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sample | Jsc  (mA/cm2) | Voc  (V) | Im  (mA) | Vm  (V) | FF | Verim  (%) | RS  (Ω.cm2) |
| N1 | 0.067 | 0.054 | 0.046 | 0.018 | 0.23 | 0.001 | 0.760 |
| N2 | 0.463 | 0.127 | 0.256 | 0.066 | 0.29 | 0.017 | 0.258 |
| N3 | 2.159 | 0.211 | 0.721 | 0.111 | 0.18 | 0.080 | 0.154 |
| N4 | 2.635 | 0.199 | 1.108 | 0.102 | 0.22 | 0.113 | 0.092 |
| N5 | 2.524 | 0.211 | 0.901 | 0.109 | 0.18 | 0.098 | 0.121 |

**Table 5.3.** A table example including citations with number method

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sample | Voc  (V) | | Vm  (V) | FF | Efficiency  (%) | RS  (Ω.cm2) |
| N1 | 0.054 | 0.061 [18] | 0.018 | 0.23 | 0.001 | 0.760 |
| N2 | 0.127 | 0.140 [24] | 0.066 | 0.29 | 0.017 | 0.258 |
| N3 | 0.211 | - | 0.111 [32] | 0.18 | 0.080 | 0.154 |
| N4 | 0.211 | - | 0.109 [19] | 0.18 | 0.098 | 0.121 |

**Table 5.4.** A table example including citations with surname-year method

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sample | Voc  (V) | | Vm  (V) | FF | Efficiency  (%) | RS  (Ω.cm2) |
| N1 | 0.054 | 0.061 **a** | 0.018 | 0.23 | 0.001 | 0.760 |
| N2 | 0.127 | 0.140 **b** | 0.066 | 0.29 | 0.017 | 0.258 |
| N3 | 0.211 | - | 0.111 **c** | 0.18 | 0.080 | 0.154 |
| N4 | 0.211 | - | 0.109 **d** | 0.18 | 0.098 | 0.121 |

a Özgenç vd., 2003; b Solmaz, 2011; c Orhan ve Şahin, 2014; d Türkoğlu vd., 2016.

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# Conclusions

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Recommandations

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References

**IMPORTANT NOTICE:**

**Bibliography Format Update**

Dear Researchers,

At the Graduate School of Natural and Applied Sciences, we continuously review and enhance our scientific research and writing standards. In this context, we are pleased to announce an update to our thesis writing guidelines. As of October 9, 2023, the bibliography format for theses should be prepared in one of the two international bibliography styles mentioned below:

**1. IEEE Style:** This style utilizes numerical sequencing and square brackets. Each reference is numbered in the order it is cited within the text. This format is commonly preferred in the fields of engineering, computer science, and technology.

<https://csl.mendeley.com/styleInfo/?styleId=http%3A%2F%2Fwww.zotero.org%2Fstyles%2Fieee>

**2. Elsevier (Numeric, with Titles) Style:** The Elsevier style also uses a numerical format but is generally applied in broader scientific disciplines. This style includes title information and allows for a detailed listing of references.

<https://csl.mendeley.com/styleInfo/?styleId=http%3A%2F%2Fwww.zotero.org%2Fstyles%2Felsevier-with-titles>

The above styles should be selected according to the relevant discipline and subject matter. Both styles are designed to ensure clarity, consistency, and scientific rigor. You are required to adjust your bibliography format according to this update during your thesis writing process.

These styles can be directly selected using reference management tools (such as Mendeley, Zotero, EndNote, etc.) by utilizing the names provided above. This will automatically organize your bibliography and in-text source management. Please ensure that the source works added to your reference management tool are meticulously updated with publication years, title formatting (capitalization), and author information before generating the bibliography at the end of your thesis document.

The bibliography format is directly fetched from the publication library of the reference management tool used; therefore, the metadata of the cited works must be diligently verified.

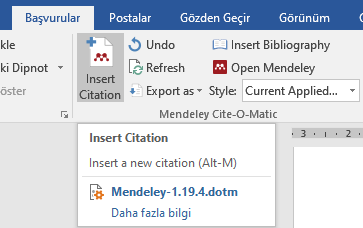
For any questions or further information, please do not hesitate to contact the Graduate School of Natural and Applied Sciences. We wish you a successful and productive research journey.

You can find general examples of both styles on the websites accessible through the links provided above.

Appendices

Appendix- 1: Mendeley Add-ons Usage for Citations

If there are no appendices in the thesis, this section should be completely deleted up to CV.



**Figure A1.1**. Screenshot for Mendeley macro icons in MS Word

The installation instructions provided here are for the old version of the **Mendeley Desktop** program. There is a new version of the reference management program called "**Mendeley Reference Manager**," but sometimes, issues arise when using "**Mendeley Cite**" within "MS Word" with the new version. Therefore, researchers experiencing problems can use the link provided below to access and download the old version.

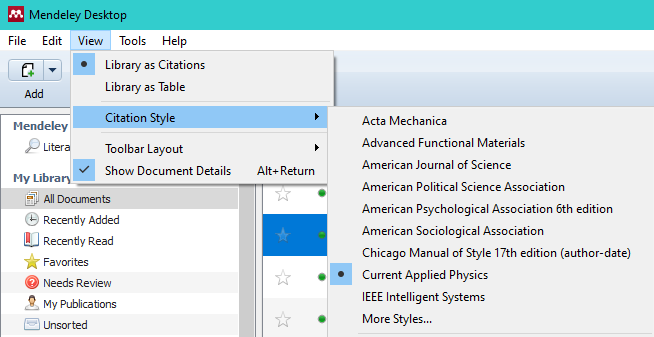
[Download Mendeley Desktop 1.19.5] (<https://www.mendeley.com/autoupdates/installers/1.19.5>)

Additionally, we have provided the website link for downloading the new version below. We recommend first installing the new version, following the instructions provided on the website, and if no issues occur, we suggest using the new version.

[Download Mendeley Reference Manager] (<https://www.mendeley.com/reference-management/reference-manager>)

Appendix- 2: Selection of Citation Method in Mendeley Program

See for details



**Figure A1.2**. Screenshot for Mendeley citation styles in MS Word

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**E-mail :** abcd@xyz.edu/com

**Languages :** Turkish (C1), English (B2)

**RESEARCHER INFORMATION**

**Student Orcid ID : XXXX-XXXX-XXXX-XXXX**

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* Computer Programming languages available (C-C++, MATLAP, LABVIEW, vb.)
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