

Budapest Contemporary Dance Academy

THESIS REQUIREMENTS

The aim of the thesis is to give an opportunity for the applicant to prove that s/he is capable synthesizing the gained practical skills with theoretical knowledge.

Regarding the content it is important for the author to...

1. ...have a personal experience and relation to the chosen topic. This theme is supposed to help in becoming self-reflexive, and therefore to use it as an aid on the path to become a dancer/dance teacher.
2. ...to be aware of the place and relevancy of the personal thoughts within the broader dance field.
3. ...to create a thesis that is understandable, thus usable for external audiences, meaning to make it comprehensible not solely for the people who belong to the BCDA.
4. ...to make a clear distinction between the used sources and the personal research findings. This could be maintained by precise indications for the quoted literature and other media.

Application process for submitting a thesis:

The BCDA's official application form has to be submitted **at least 3 months prior** to the announced thesis defence date. It is expected to consult with the teacher of the thesis seminar in regards the chosen topic and possible supervisor.

The criteria for the written thesis:

The **outer cover page** has to include:

the name of the institution,

the name of the author,

the date of submission,

and the 'thesis' word as indicator for the paper's genre.

The **inner cover page** of the thesis has to include:

the name of the institution,

the title of the thesis,

the name and study programme of the author,

the name of the supervisor,

the date of submission, and the place where the thesis was written,

and the 'thesis' word as indicator for the paper's genre.¹

¹ Digital samples could be given by the school staff.

The thesis is expected to contain **min. 40.000 characters** with spaces, that does **not** include the table of content, the footnotes and the list of references.

The table of content (indicating page numbers) must be located in the beginning of the thesis. The thesis can include other annexes (as notes, illustrations, interviews etc.) beside the core text; this part has no regulations.

Formatting suggestions:

Page layout: A4 standing format, Adjusted

Printing: one-sided

Page margins: all 2,5 cm

Header and Footer: both 1,25 cm

Place of binding margin: left side

Font: Times New Roman CE; Style: Normal; Size: 12

Line spacing: 1,5

Because of professional reasons, it is possible to deviate from these criteria. This has to be indicated of the application form and must be consulted with the head of the thesis seminar.

Submission of the thesis:

- **Two printed copies** has to be handed-in (one in leather/ette binding), and the thesis has to be submitted **via mail, too, in a PDF format**.
- At the same time of the submission, an **attestation** has to be submitted about the originality of the thesis.
- At the same time of the submission, an **attendance sheet of the consultations** has to be submitted with the signature of the supervisor and the applicant.

References

There are no exact regulations. The intention must be to use a consistent system throughout the whole text – all the references should be able to be checked by the future readers. (Examples could be found below.)

Use references in parentheses or in footnotes, but do not put them in endnotes.

The reference list can contain only those items (books, articles, web links etc.) that are used and indicated in the core text.

Non-acceptable sources: Wikipedia, articles without an author, online sites popularizing/promoting scientific disciplines

Referencing System:

1. Books

- Surname, Initial., (Year published) *Title of Book in Italics*, Place of Publication: Publisher

Examples:

- Smith, J., (2003) *Early Years Teaching*, London: Routledge
- Chazan, M., & A. F. Laing, (1982) *Children with Special Needs*, Milton Keynes: Open University Press pp. 10

2. Journal Articles – Print & Online

- Surname of Author, Initial(s)., (Year) 'Title of Article in Inverted Commas', *Title of Journal in Italics*, Volume (Part no) Page numbers of article
- Surname of Author, Initial(s)., (Year) 'Title of Article in Inverted Commas', *Title of Journal in Italics*, Volume, (Part no) Page numbers of article, Available at: full web address, (accessed: dd/mm/yy)

Examples:

- Frostag, P., & S. J. Pijl, (2007) 'Does being friendly help in making friends? The relationship between social position and social skills of pupils with special needs in mainstream education', *European Journal of Special Needs Education*, 20 (1) pp.15 – 30
- Ball, C., & M. Gettinger, (2009) 'Monitoring Children's Growth in Early Literacy Skills: Effects of Feedback on Performance and Classroom Environments', in *Education & Treatment of Children*, 32, (3) pp.189-212, Available at:
<http://web.ebscohost.com/ehost/pdf?vid=4&hid=3&sid=5f0c100e-cce6-4067-8bd6-1275c69fbc37%40sessionmgr9>, (accessed: 15/06/09)

3. Newspaper and Magazine Articles – Print & Online

- Surname of Author of Article, Initial., (Day, Month and Year of Publication) 'Title of Article in Inverted Commas', *Title of Newspaper in Italics*, page number/s of article
- Surname of author of Article, Initial., (Day, Month and Year of Publication) 'Title of Article in Inverted Commas', *Title of Newspaper in Italics*, page number of article if given, Available at full web address, (accessed: dd/mm/yy)

Examples:

- Curtis, P., (15th June, 2009) 'Tory plan to end primary school Sats and have new test at Secondaries branded 'half-baked'' *The Guardian*, pp.6-7
- Hansen, G. H., (5th June, 2009) 'We should beware: ICT is dangerous to developing brains' *Times Education Supplement*, Available at: <http://www.tes.co.uk/article.aspx?storycode=6014866>, (accessed: 10/06/09)

4. Webpage

- Surname, Initial., (Year) *Title of Webpage in Italics*, Available at: (full web address), (accessed: dd/mm/yy)

Example:

- NSPCC, (2009) *NSPCC response to 21st Century Schools: A World Class Education for Every Child*, Available at: http://www.nspcc.org.uk/Inform/policyandpublicaffairs/Consultations/2009/21stCenturySchools_wdf64379.pdf, (accessed: 15/06/09)

5. Image from a website:

- Surname, Initial., (Year) 'Title of Illustration/Image/Chart etc. in Single Inverted Commas', *Title of Web Site in Italics*, Available at: full web address, (accessed: dd/mm/yy)

Example:

- International Phonetic Association, (2005) 'Diacritics', *The International Phonetic Association*, Available at: <http://www.langsci.ucl.ac.uk/ipa/diacritics.html>, (accessed: 07/07/11)

6. YouTube and other Video Sharing Websites:

- Author, (Year video added) *Title of Video in Italics*, [Organisation responsible] {e.g. YouTube, Teachers TV, Teacher Tube} Available at: full web address, (accessed: dd/mm/yy)

HINT: The author will be the person who has uploaded the video. Use whatever name they have chosen to identify themselves as.

Example:

- Unchartedaudio, (2008) *Library*. Music written, produced and recorded by Cursor Miner, [YouTube] Available at: <http://www.youtube.com/watch?v=w8vNF0ikNM&feature=fvwl>, (accessed: 07/07/11)

Annexes, illustrations

The annexes can contain numbered and titled charts, figures and other documents that are relevant for understanding the thesis. These are supposed to be indicated in the table of content.

Regarding illustrations, it is obligatory to indicate the sources of pictures, photos and posters in the reference list.

Suggestions regarding the structure of the thesis

Title

- The title of the thesis must refer to the chosen topic. An additional, explanatory subtitle could be used as well.

Table of content

- You are welcome to use the Microsoft Word's samples for it.
(Insert > Reference > Index and Tables)

Introduction

- This should include the reason behind the topic selection, a list of applied methodologies, a brief summary of the thesis' structure and some references to the most important concerning literatures.

The core chapter for discussing the central theme of the thesis

- Discussing the chosen topic, presenting the used literature and other resources, arguing in favour of your findings and opinions.

Conclusion

- Writing a summary about the results of the researched questions, and maybe enlisting the future plans and further research possibilities.

List of references

- **The reference list can contain only those items (books, articles, web links etc.) that are used and indicated in the core text.**

The following components could risk the success of the thesis:

- there is no, or only a little correspondence between the core chapters of the thesis
- the thesis includes more than one paragraph (3-4 sentences) of non-referred quotes (Plagiarism is an act of using or closely imitating the language and thoughts of another author without authorization, as by not crediting the original author.)
- the thesis contains several factual errors

- the thesis absolutely does not coincide with the expectations toward it
- there is a considerable amount of orthographic, grammatical, stylistic mistakes in the thesis
- the thesis discusses another topic than the one which was submitted earlier
- the thesis does not relate to its author's professional field