

Instruction for making a Master thesis

Master thesis are supposed to be theoretical texts covering precisely defined theme in the field of the specific department. It can be either balanced compilation supported with perfect knowledge of the literature written on the theme or (better) research and interpretation of any artist/ work / style/ imagery tendencies etc.

Master Thesis Must Fulfill Following Criteria:

- **Minimal number of characters (with spaces) is:**
 - 70 000 (1800 characters / page) In case the student submits well-developed art project specific to his/hers department together with the master thesis.
 - 150 000 (1800 characters / page) In case the student submits only a short film, underdeveloped art project, or no film at all. Needs to be confirmed for each specific case by the Chair of the department.

These numbers mean just author's own original text. Acknowledgment, long quotations, interviews etc must not be included in it.

- Thesis has to include following parts in this order:
 - Abstract
 - Content
 - Introduction
 - Chapters
 - Conclusion
 - Acknowledgment/ Bibliography (e.g.: second name, first name; *Title of the book*. Place where the book was published: Publishing house, year. ISBN). If you quote from the web, precise date of the quotation must be stated.
 - List of reproductions, if there are any (author, title, year of origin, in some cases source of the reproduction is necessary as well).
 - Footnote references (if they are not directly in the text)
 - Index.
- Each quotation must be marked as quotation and the source has to be stated. Any quotation, which will be not properly marked as a quotation, will be considered a fraud.
- The obligatory form of the thesis is A4 hardbound and digital copy in PDF.
- Number of copies:
- Master thesis 10 copies (One will be given back to the author after the exam) plus CD in pdf pasted in a paper envelop at the end of every copy
- On the cover of each thesis must be stated:

Name of the author
Title of the Thesis
Master Degree Project
Place and year when it was finished

- On the first inner page there must be:
 - PUBLIC SCIENTIFIC FILM INSTITUTE - FILM ACADEMY OHRID
Title of the Thesis
Name of the author
Master Degree Project
Consulting teacher: name and academic titles.
(The consulting teacher will sign it, if he/ she considers the thesis acceptable for the exam.)

Ohrid, Macedonia, year

- On the following page there must be stated: *The author deposes that he based his/her work only on the sources and literature named in the Acknowledgments and that the Dissertation is original text of his own. Signature.*
- Both consulting teacher and opponent are obliged to give written assessments to the author of the thesis. They have to do that at least three days before the exam, so that the author of the thesis has time to prepare himself/herself to discuss comments or objections of the teachers during the exam.
- Recommendation:
 - 1) It is reasonable to read various thesis written by former students to find inspiration or to learn how it should not be done.
 - 2) For the referencing, acknowledgment, bibliography, footnotes etc you can use either Oxford referencing system or Harvard referencing system, you can find plenty examples and explanations of these systems on the web, however, they usually do not use ISBN, (please place ISBN there if possible, best in the end of the reference as in example above)

This rules are just general ones for more detailed information please contact your consulting teacher.