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### **Bachelor's and Master's theses at the Chair of International Economics**

Final theses should be thematically oriented towards the teaching and research topics of the Chair of International Economics. Bachelor's theses should summarize the existing scientific literature addressing the research question (e.g., a comparison and discussion of theoretical models and their implications or a presentation of (descriptive) empirical analyses). Master's theses should contribute to the existing literature by adding a new aspect (e.g., an extension of a theoretical model or a new empirical application).

Please apply to the chair with your own topic suggestions and send you application (short CV, transcript of records and an exposé of one-two pages) to the secretariat (all research associates in cc). In the exposé you should describe the topic, a rough sketch of the structure of the work and a preliminary literature overview. After your application you will receive feedback and possibly an invitation to an interview. Please bring along the application form of the examination office.

For a supervision of your thesis, it is required that you have attended at least one *elective* course offered by the chair:

- For Bachelor's theses: International Trade: Theory and Policy, or Seminar on Topics in International Trade
- For Master's theses: e.g., Firms in International Trade, or Seminar on Topics in International Trade

Your thesis can be written in German or English.

### **Guide to Writing Seminar Papers and Final Theses**

A paper consists of the following parts:

1. Title page
2. Table of contents
3. Index of figures, tables, symbols, abbreviations (where applicable)
4. Main text
5. Appendix
6. References
7. Final page with declaration

#### **1. Structure of the title page**

For information regarding the structure of the title page, please see the information sheet of the Examination Office at the Faculty of Economic Sciences:

<https://www.uni-goettingen.de/en/574058.html>

Note that the title of your thesis should exactly correspond to the title you have received at the beginning of your working period.

## **2. Table of contents**

The table of contents includes all sections of the main text with page numbers. Where applicable, an index of figures, tables, symbols and abbreviations as well as references are also part of the table of contents.

The main text and all subsequent pages of the thesis have a page numbering using Arabic numerals. All pages preceding the main text have a page numbering using Roman numerals. The title page does not show a page numbering. Therefore, the subsequent page has the Roman numeral II.

## **3. Index of figures, tables, symbols, abbreviations**

An index of figures and tables is only required when figures and tables are actually used in the thesis. The index should include the name of the figure/table (e.g., "Fig. 1: Trade balance", "Tab. 2: Exports OECD countries 2000-2020") and the corresponding page number. If symbols are used, a list of symbols is also required. Care must be taken to ensure that the same economic variable is denoted with the same symbol in the course of the main text and that the same symbol is not used for different variables.

The use of abbreviations is to be avoided as much as possible. Exceptions are abbreviations which are common in everyday language (such as "e.g.", "i.e.", "etc.", "USA") and abbreviations commonly used in citations (such as "Ed.", "p.", "pp.", "cf."). All other abbreviations which seem absolutely inevitable are to be defined in an index of abbreviations placed between the table of contents and the main text.

## **4. Main text**

The amount of the main text (excluding graphs, tables, lists of contents and appendix) should be:

- 15 pages for Seminar papers
- 40 pages for Bachelor's theses (working time: 12 weeks)
- 60 pages for Master's theses (working time: 17 weeks)

The amount of text must not deviate from this guideline by more than 10 percent.

Following guidelines are recommended for the layout of the text:

- Page margins: 2.5 cm on each side.
- Line spacing: 1.2 to 1.5 lines.
- Font type: typical one, middle sized (e.g. Arial with font size 11 or Times New Roman with font size 12).
- Alignment: justified

To separate sections from each other, you can use empty spaces which should not be too large. Formatting that strongly deviates from these guidelines will not be accepted.

Please note that correct spelling, grammar, punctuation, and linguistic expression play an important role for the assessment of your thesis.

### **4.1 Introduction**

The introduction plays an important role for your thesis and should achieve the following goals:

- Motivate the topic (awaken interest, show relevance)
- Describe the main idea / research question and the contribution of the thesis
- Explain methodology and main results

- Provide an overview of the relevant literature

## 4.2 Citations

An important goal of scientific theses is to clarify the own contribution of the author. You have to write your thesis in “own words”. Hence, it does not count as a contribution if you take parts from other sources and just partially rephrase them. If your thesis contains parts that are literally taken from other sources without indicating them, this represents a major flaw and can lead to the assessment “failed”.

Whenever you take arguments or ideas from other sources, you have to provide the reference. We distinguish two types of citations:

- Literal or direct citations should be used only as exemptions if the exact wording of a statement matters for the argument. Literal citations have to be cited exactly in the way how they are provided in the original source. If parts of sentences are left out, this will be indicated by [...]. Own additions within a direct citation have to be indicated in square brackets as well.
- Indirect citations provide the content of the source in own words.

Please use the **American style of citation** instead of footnotes. In this case, the reference is provided directly in brackets in the main text. The reference includes only the author and the year of publication as well as the page number. *Example: Trade liberalization leads to an increase in the average productivity of an industry (Melitz 2003, p. 1716).*

All figures and tables in the text (as well as in the appendix) should be numbered and indicated with a title (e.g. „Figure 3: Reallocation of market shares and profits“), where the reference is shown under the figure or table (e.g. „Source: Melitz (2003), p. 1715.“).

## 5. Appendix

The appendix includes content that does not concern the main text such as extensive derivations and tables/figures. However, the main text of the paper must refer to this content.

## 6. References

An important part of academic writing is the identification of arguments that are not your own as either word-to-word quotations or indirect quotations. Therefore, the references include all sources used in citations. However, the references may not include sources not cited in the text.

**Books** have to be cited with author as well as editor, year of publication, title, edition and location.

*Example:* Feenstra, Robert C. (2015): „Advanced International Trade: Theory and Evidence Second Edition“, Economics Books, 2nd Edition, Princeton: Princeton University Press.

**Journal articles** require the following information: author, year of publication, title, name, volume and page numbers.

*Example:* Melitz, Marc J. (2003): „The Impact of Trade on Intra-Industry Reallocations and Aggregate Industry Productivity“. *Econometrica* 71 (6), pp. 1695-1725.

**Chapters of books** are indicated with names of authors, year of publication, title of the chapter, name of the editor and title of the book, location of publication and number of pages.

*Example:* Antràs, Pol & Yeaple, Stephen R. (2014): „Multinational Firms and the Structure of International Trade“, in: Gopinath, Gita, Helpman, Elhanan, & Rogoff, Ken, „Handbook of International Economics“, vol. 4, pp. 55 – 130, Amsterdam: Elsevier.

In case of **internet sources**, you have to indicate the author, title, the weblink and the date at which you have accessed the source.

Example: Krugman, Paul: „Ending Greece’s Bleeding“, in:  
[http:// nytimes.com/2015/07/06/opinion/paul-krugman-ending-greeces-bleeding.html](http://nytimes.com/2015/07/06/opinion/paul-krugman-ending-greeces-bleeding.html),  
accessed on 06/07/2015.

Journal articles and discussion papers that are available as printed versions are often accessible online. These sources count as printed publications rather than internet sources. To the letter belong only sources that are exclusively accessible through the internet. The citation of a discussion paper includes the name and the number of the working paper.

*Example:* Bloningen, B.A. (2005): “A Review of the Empirical Literature on FDI Determinants”, NBER Working Paper no. 11299.

All references in the bibliography have to be ordered alphabetically. If an author appears several times, then the contributions should be stated in chronological order. If several publications of the same author(s) appear in the same year, then the corresponding year is complemented by a,b,c, etc. Please use the most recent versions of books and articles.

### **7. Declaration at the end of the thesis**

At the end of Bachelor’s and Master’s theses a declaration has to be added that the thesis represents independent work of the author. Please see the information sheet for final theses of the examination office:

<https://www.uni-goettingen.de/en/574058.html>