

EDITORIAL GUIDELINES FOR WRITING DIPLOMA THESIS

1. Margins : top, bottom, left, right– 25 mm.
2. Font: Times New Roman 12 pkt.
3. Single spacing.
4. Text aligned to the right and left margin.
5. Titles of chapters and subchapters in bold. The title should not have a full stop at the end.
6. Tables. Table number and title centred above the table. Consecutive numbering of tables in the text e.g. Tab.1. If a table is cited – it is necessary to cite the source below the table, centrally placed.
7. Figures. Consecutive numbering of figures in the text, e.g. Fig.1. Figure number and title centred below the figure. If a figure is cited- it is necessary to cite the source below the table, centrally placed.
8. Mathematical equations. Consecutive numbering of formulas in the text, given in parentheses (...) aligned to the right margin.
9. Bibliography/ References (including websites) must be supplied in a form of a numbered list, cited in the text by giving the number of the source on the list in brackets [...].
Literature cited section, provided in an alphabetical listing according to the authors' surnames, following the format: the author's surname, the author's first and middle initials, the title of work (alternatively number of the succeeding issue, volume title) or the article, the title of the journal which the article comes from, the place of publication, publishing company, publication year, volume number (in case of a journal), alternatively the number of pages. Examples :
 - [1] Brandt A. M., *Zastosowanie doświadczalnej mechaniki zniszczenia do kompozytów matrycach cementowych*. W: *Mechanika kompozytów betonopodobnych*, Wrocław, Ossolineum, 1983, 449-501
 - [2] Nowacki W., *Plasticity of polycrystal*, Warszawa, PWN, 1987, 687-704
 - [3] Spears W.M. *Adapting crossover in evolutionary algorithms*, 1995 <http://citeseer.ist.psu.edu/192723.html>
10. Suggested layout of a thesis :
 - title page,
 - the full title of the diploma thesis, clipped just after the title page,
 - table of contents,
 - abstract - a short informative summary must not exceeding 5000 words including spaces
 - key words (must not exceeding five),
 - content – divided into chapters and subchapters,
 - bibliography,
 - appendices.
11. The copy submitted in the Dean's office must be printed double sided and clipped into a carton file.