

**TITLE OF THESIS**

**By**

**NAME OF STUDENT**

**Thesis Submitted to the School of Graduate Studies, Universiti Putra Malaysia, in Fulfilment of the Requirements for the Degree of ....... (*Insert the name of degree*)**

**Month and year of Viva Voce (*e.g. January 2022*)**

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Abstract of thesis presented to the Senate of Universiti Putra Malaysia in fulfilment of the requirement for the degree of ……... (*name of degree*)

**TITLE OF THESIS**

By

**NAME OF STUDENT**

**Month and Year of Viva Voce**

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The abstract is a digest of the entire thesis and should be given the same consideration as the main text. It does not normally include any reference to the literature. Abbreviations or acronyms must be preceded by the full term at the first use.

An abstract should be between 300-500 words. It includes a brief statement of the problem, a concise description of the research method and design, a summary of major findings, including their significance or lack of it, and conclusions.

**Compulsory**

**Keywords:** (*Not more than 5 keywords in alphabetical order must be provided to describe the content of the thesis*)

**SDG:** GOAL 4: Quality Education (as an example) (*Not more than 3 SDG*)

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Abstrak harus diolah antara 300-500 perkataan. Abstrak merangkumi pernyataan permasalahan, penerangan rigkas dan tepat tentang reka bentuk dan pengkaedahan penyelidikan, rumusan penemuan utama dan kesimpulan.

**Kata Kunci:** (Tidak lebih daripada 5 kata kunci dalam susunan abjad perlu disediakan untuk menerangkan kandungan tesis)

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**ACKNOWLEDGEMENTS**

Acknowledgements are written expressions of appreciation for guidance and assistance received from individuals and institutions.

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**LIST OF ABBREVIATIONS**

|  |  |
| --- | --- |
| UPM | Universiti Putra Malaysia |
|  |  |
| ͦ C | degree celsius |
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**CHAPTER 1**

**TITLE OF CHAPTER**

There may be a preamble at the beginning of a chapter. The purpose may be to introduce the themes of the main headings.

**1.1 Main heading no. 1 (Primary Level Numbering)**

**1.1.1 Subheading no. 1 (Secondary level numbering)**

There should be at least two subheadings to justify having subheadings.

**1.1.2 Subheading no. 2 (Secondary level numbering)**

All first letters of principal words are capitalised and the subheading is left justified.

**1.1.2.1 Tertiary heading no. 1 (Under Subheading no. 2)**

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**1.1.2.2 Tertiary heading no. 2 (Under Subheading no. 2)**

Tertiary and subsequent headings should not be listed in the Table of Contents.

**Sample of Table (with vertical lines)**

**Table 6 (or Table 3.2): Number of visitors according to participation in different activities**

|  |  |  |
| --- | --- | --- |
| **Activity** | **No. of participants**  **(N=96)** | **NA** |
| Wildlife sighting Fishing Photography Camping Picnicking Visiting waterfall  Sightseeing and nature observation  Bird watching  Visiting historic sites | -  -  92 (95.8)  -  47 (49.0)  96 (100)  84 (87.5)  4 (4.2)  50 (52.1) | 96  96  4  96  49  -  12  92  46 |

Note: Figures in parentheses indicate percentage of N

NA: Not applicable

**Sample of a Table (without vertical lines)**

**Table 6 (or Table 3.2): Number of visitors according to participation in different activities**

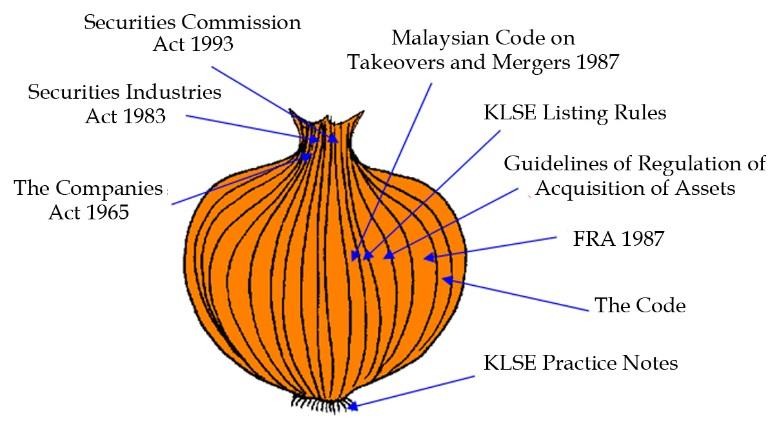
|  |  |  |
| --- | --- | --- |
| **Activity** | **No. of participants**  **(N=96)** | **NA** |
| Wildlife sighting Fishing Photography Camping Picnicking Visiting waterfall  Sightseeing and nature observation  Bird watching Visiting historic sites | -  -  92 (95.8)  -  47 (49.0)  96 (100)  84 (87.5)  4 (4.2)  50 (52.1) | 96  96  4  96  49  -  12  92  46 |

Note: Figures in parentheses indicate percentage of N

NA: Not applicable

(Source : Universiti Putra Malaysia)

**Sample of Figure**



**Figure 1 (or Figure 1.1): The Corporate Governance Framework in Malaysia—The Onion Model**

(Source: Hashanah Ismail, 2005)

**REFERENCES**

**Style 1 :**

Jones, B. C. (1998). Suggestions for better referencing. Journal of Business Communication, 289(3): 42-45.

Pratt, D. (1998). The Role of Religion. In M.C. McLaren (Ed.), Interpreting Cultural Differences (pp. 86-96). Norfolk: Peter Francis Publishers

Moore, W. K. (2004). Malaysia: A Pictorial History 1400-2004. Kuala Lumpur: Archipelago Press.

**Style 2 :**

[1] Jones, B. C. (1998). Suggestions for better referencing. Journal of Business Communication, 289(3): 42-45. *(Note: In the Chapter section that should refer to references)*

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The SGS does not specify which reference style is to be used. However, students are advised to follow a style used by an authoritative journal in the field of study. Although different journals and publishers use different reference styles, a thesis has to have one (1) consistent style.

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**APPENDICES**

Information or data that is too detailed for the main body of the thesis may be included as appendices. Appendices include original data, summary, sideline or preliminary tests, tabulations, tables that contain data of lesser importance, very lengthy quotations, supporting decisions, forms and documents, computer printouts, detailed engineering drawings and other pertinent documents. Appendix materials should be grouped by type, e.g., Appendix A: Questionnaire, Appendix B: Original data, Appendix C: Tables of results.

**BIODATA OF STUDENT**

This section is compulsory. It contains the student’s biographical information, such as name, educational background, the degree that is being sought, professional work experience (if any), and any other similar matters that may interest the reader. The *vita* should be in essay form, rather than a mere résumé.

**LIST OF PUBLICATIONS**

Jones, B. C. (1998). Suggestions for better referencing. Journal of Business Communication, 289(3): 42-45.

Pratt, D. (1998). The Role of Religion. In M.C. McLaren (Ed.), Interpreting Cultural Differences (pp. 86-96). Norfolk: Peter Francis Publishers

Moore, W. K. (2004). Malaysia: A Pictorial History 1400-2004. Kuala Lumpur: Archipelago Press.

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