

# Submission of thesis for assessment – Kristiania setup

## **You must ensure that your thesis is set up in the following manner:**

- Title page; Name, title of thesis, PhD programme – no page enumeration.
- Acknowledgements go before the abstracts – no page enumeration.
- Abstracts in Norwegian and English – no page enumeration, and no entry in the table of contents.
- Table of contents; The page enumeration starts here with page 1.
- List of attachments and articles when relevant, is placed on the page after the table of contents.
- The extended abstract (“Kappa”) is placed after the list of attachments, and should form the main written part of the document.
- Attachments are placed after the “kappa”, as separate files with separate page enumeration.
- Articles are placed after the attachments, as separate files with separate page enumeration. For article-based theses, a “front page” must be inserted before each article, outlining the article’s publication status. If one or more of the articles have been published, the published version must be the version included in the thesis.
- It is important that the “kappa”, attachments, and articles are saved as separate files. Pdf. – files must not be pasted into the “kappa” in word document.
- All Kristiania doctoral theses must be written in accordance with Universal Design, as far as possible.
- Finally, the documents must be combined into one complete pdf document.

## **Example of setup:**

Font: Aptos. If you are using a different program, such as LaTeX or Overleaf, the structure and setup of the Word-template must be followed.

Font size: 14 (font size must be 14, as the printed version will be downscaled to 80%)

Line spacing: 1,5

Page margin: 2,5 cm

## **CONTENT**

### **Acknowledgements**

Here you should write a short text acknowledging those you deem appropriate.

### **Abstract in English**

Here you should include an abstract of the thesis in English, with reference to the PhD Handbook: “An abstract of the thesis, one in English and one in Norwegian, must be included in the thesis”.

### **Abstract in Norwegian**

Here you should include an abstract of the thesis in Norwegian,

### **List of Publications**

(Applies to article-based theses.)

The bottom of the page must contain the information that the publisher has given permission to quote the article. Example: “Reprints were made with permission from [publisher]”.

Or: “The published papers are reprinted with permission from [publisher]. All rights reserved.”

### **Contents (first page with page-number)**

[Enter the table of contents upon completion of the work]

### **Introduction**

Write here...

### **Chapter 1 (start of Kappa)**

The thesis should be written here ...

### **Attachments:**

Any tables, graphs, pictures, interview guides, REK-documents, co-author declarations etc.

### **Articles:**

The published articles that form the basis for the thesis should be attached here. Between each of the articles in the attachments there should be a blank page marking the transition between the articles.

### **Reference list:**

The reference list comes at the end of the thesis, only followed by

**Errata list:**

Approved errata list will be printed at the very end of the thesis' final version. For information about how to apply for correction of formal error (errata), please click here:

<https://www.kristiania.no/en/research/phd/completion-of-your-phd/>