## 國立中山大學研究生學位論文格式規範

#### **Guidelines on Thesis/Dissertation Format**

99. 12. 13 經 99 學年度第 1 學期第 126 次教務會議通過 Approved at the 126th Academic Affairs Council meeting on December 13, 2010 104.03.19 經 103 學年度第 2 學期第 143 次教務會議通過 Approved at the 143rd Academic Affairs Council meeting on March 19, 2015 111.03.15 經 110 學年度第 2 學期第 171 次教務會議通過 Approved at the 171st Academic Affairs Council meeting on March 15, 2022

- 一、為統一本校研究生學位論文格式,確保研究生研究品質,並因應國際化趨勢, 特訂定本規範。
- I. These regulations are formulated to standardize the format of graduate students' theses/dissertations, ensure their research quality, and follow the trend of internationalization.
- 二、 各系、所得依其學術領域之特殊性另訂各系、所統一格式,惟主體架構仍請依本規範訂定。
- II. Individual departments/institutes may have their own distinct formats tailored to the unique nature of the disciplines, but the overall structure shall adhere to these regulations.
- 三、 論文編印次序規範如下:
- III. Theses/dissertations shall be organized as follows:
  - (一) 封面(含書資)
  - (1) front cover (including spine)
  - (二) 書名頁
  - (2) title page
  - (三) 論文審定書
  - (3) validation letter
  - (四) 論文公開授權書
  - (4) Thesis and Dissertation Electronic/Printed Publication Form
  - (五) 序言或誌謝(依個人意願自行決定是否撰寫)
  - (5) Preface or acknowledgement (optional)
  - (六) 中文摘要及關鍵詞 5-7 個
  - (6) Abstract in Chinese with five to seven keywords
  - (七) 英文摘要及關鍵詞 5-7 個
  - (7) Abstract in English with five to seven keywords
  - (八) 目錄

- (8) Table of Contents
- (九) 圖次
- (9) List of Figures
- (十) 表次
- (10) List of Tables
- (十一) 符號說明(依學術領域自行決定是否撰寫)
- (11) List of Symbols (optional)
- (十二) 論文正文
- (12) Thesis/dissertation content
- (十三) 參考文獻
- (13) References
- (十四) 附錄
- (14) Appendix
- (十五) 自傳或簡歷(依個人意願自行決定是否撰寫)
- (15) autobiography or curriculum vitae (optional)
- (十六) 封底
- (16) back cover

## 四、 封面(含書資):【詳附件 1 及範例】

- IV. Front cover (including the spine): [See Attachment 1 and Sample]
  - (一) 封面:包括中、英文校名、系所名稱、學位、論文題目、撰寫者姓名、 指導教授及畢業年月。
  - (1) The front cover shall include the name of the University in Chinese and English, department/institute, academic degree, thesis/dissertation title, author, advisor, and graduation date (year and month).
  - (二) 書脊:包括校名、系所名稱、學位、論文中文題目、撰寫者姓名及畢業之學年度。
  - (2) The spine shall include the name of the University, department/institute, the academic degree, thesis/dissertation title in Chinese, author, and academic year of graduation.
- 五、 書名頁:與封面同。
- V. Title page shall be presented in the same way as the front cover.
- 六、 論文審定書【詳附件 2】
- VI. Validation letter [See Attachment 2]

- (一) 碩、博士班研究生學位論文考試經考試委員評定成績及格後,須修改 內容者,應依考試委員之意見修改論文。
- (1) After passing the thesis/dissertation defense, graduate students may revise their thesis/dissertation based on the comments given by the members of the degree exanimation committee.
- (二) 指導教授必須於「論文審定書」簽章核可後,學生方得繳交論文。
- (2) Students shall submit their thesis or dissertation after obtaining an approval signature from their advisor on the validation letter.

#### 七、 論文公開授權書:【詳附件 3】

- VII. Thesis and Dissertation Electronic/Printed Publication Form: [See Attachment 3]
  - (一) 畢業生上傳論文電子檔後列印授權書,並經指導教授共同簽署。
  - (1) After graduate students upload the electronic file of their thesis/dissertation, the form shall be printed out and co-signed by their advisor.
  - (二) 簽署後授權書裝訂於論文內。
  - (2) The signed form shall be included in the printout of thesis/dissertation.

#### 八、 序言或謝辭

VIII. Preface or acknowledgement

學生在論文完成的過程中,獲得他人之啟發與協助,或撰寫論文後的感想,皆可在此項次致謝,內容請簡單扼要,須另頁書寫,以不超過一頁為原則。

Students may express their gratitude for the inspiration or assistance they received from others during their writing or share their reflections in this page. The preface or acknowledgement shall be succinct, written on a separate page, and limited to one page in principle.

## 九、 中英文摘要:【詳附件 4】

- IX. Abstract (in Chinese and English): [See Attachment 4]
  - (一) 內容應論述重點,包括研究目的、研究方法、程序及結論等。
  - (1) The abstract shall emphasize the essential elements of the research, including its purpose, methodology, procedures, and conclusions.
  - (二) 中英文摘要頁數請各以一頁為原則。
  - (2) Both Chinese and English abstracts shall not exceed one page in principle.
  - (三) 經系、所同意以英文撰寫論文者,仍需附中文摘要。
  - (3) Students with the approval of their affiliated department/institute to write their thesis/dissertation in English shall still provide a Chinese abstract.
- 十、 目錄:【詳附件 5】 包括各章節之標題、參考文獻、附錄及其所在之頁數。

- X. Table of contents: [See Attachment 5] This page shall include the titles of individual chapters and sections, references, appendices and their corresponding page numbers.
- 十一、 圖次:【詳附件 6】 包括各章節之圖及其所在之頁數。
- XI. List of figures: [See Attachment 6] This page shall include the titles of individual figures and their corresponding page numbers.
- 十二、 表次:【詳附件 6】 包括各章節之表及其所在之頁數。
- XII. List of tables: [See Attachment 6] This page shall include the titles of individual tables and their corresponding page numbers.
- 十三、 符號說明: 各章節內所使用之數學及特殊符號,均集中表列說明,以便參閱。
- XIII. List of symbols: Any mathematical or special symbols used in individual chapters and sections shall be listed and defined on this page for reference.

#### 十四、 論文頁面規格:

#### XIV. Page format:

- (一) 紙張:除封面、封底外,均採用白色 A4 規格,80 磅之白色模造紙裝訂。
- (1) Paper: All pages (excluding the front and back covers) shall be printed and bound using 80 lb simili paper in A4 size.
- (二) 字體:
- (2) Font:

原則上中文以 12 號楷書(細明體及標楷體為主),字體行距以 1.5 倍行高為主。

In principle, Chinese text shall be printed in 12-point KaiTi (mainly in MingLiU and DFKai-SB) with 1.5 spacing.

原則上英文以 12 號 Times New Roman 字型為主,字體行距以 2 倍行高為主。

In principle, English text shall be printed in 12-point Times New Roman with double spacing.

- (三) 邊界留白上 2.54 公分、下 2.54 公分、左右各 3 公分,字體顏色為 黑色,文內要加標點,全文不得塗汙刪節,各頁正下方 1.5 公分應置 中註明頁碼。
- (3) A margin of 2.54 cm shall be left at the top and bottom of each page, and 3 cm on the left and right. The font color shall be black and proper punctuation marks shall be used in the text. Any corrections on the paper are not allowed. The page number shall be centered and placed 1.5 cm from the bottom of each page.
- (四) 論文以中文或英文撰寫為原則,為響應環保愛地球以雙面印刷,但頁

數為 80 頁以下得以單面印刷 (彩色圖片亦可單面印刷)。

(4) Thesis/Dissertation shall be written in either Chinese or English, in principle. In response to environmental protection, double-sided printing is recommended. However, single-sided printing is allowed if the total number of pages is less than eighty (80). (Single-sided printing is also acceptable for color images.)

#### 十五、 論文頁碼編排原則:

## XV. Principle for page numbering:

- (一) 論文正文前之頁數,以 i , ii , iii …等小寫羅馬數字連續編頁, 置中對齊。
- (1) Page numbers before the main text of the thesis/dissertation shall be sequentially numbered in lowercase Roman numerals (i, ii, iii... etc.) and centered at the bottom of each page.
- (二) 自論文正文首頁起至「附錄」頁止,以 1,2,3…等阿拉伯數字連續編頁,置中對齊。
- Page numbers from the first page of the main text to the final page of Appendix shall be sequentially numbered in Arabic numerals (1, 2, 3.... etc.) and centered at the bottom of each page.

## 十六、 圖表參考文獻:

## XVI. Table/Figure references:

若正文中之圖或表格,擷取自參考文獻,必須於本文該圖或該表格的位置下方標註資料來源。

When figures or tables are taken from other references, data sources shall be specified beneath the corresponding figures or tables.

## 十七、 參考文獻

#### XVII. References

- (一) 引用之中、英文書籍:須包含作者、出版年次、書名、版次、出版地、 出版者、頁次等文獻資料。
- (1) The bibliographic details of Chinese and English books referred shall be included, which consist of the author(s), publication year, book title, edition, place of publication, publisher, and page numbers.
- (二) 引用之中、英文期刊:須包含作者、文章名稱、期刊名稱、卷別、期 別、出版日期、頁次等文獻資料。
- (2) The bibliographic details of Chinese and English journals referred shall be included, which consist of the author(s), article title, journal title, volume, issue, publication date, and page numbers.

- (三) 整本論文參考文獻之格式必須統一。各系所請依其學術慣用格式,統一各系所論文之引註格式(例如:APA、MLA、Chicago格式等);或由各系所提供至多五種學術期刊作為該系所參考文獻之格式,由學生擇一使用。
- (3) Individual departments/institutes may specify a unified citation format commonly used for theses/dissertations (such as APA, MLA, Chicago, etc.) or suggest up to five academic journals as references for citation formats, and students shall select one of these formats to follow.
- 十八、 封面(底):碩、博士論文均應裝訂成冊。論文封面顏色由各學院自訂單一顏色,並通知所屬系所採行。
- XVIII. Front/Back cover: Theses and dissertations shall be bounded as books. Individual colleges shall select a cover color for their theses and dissertations and notify their affiliated departments/institutes to follow.

#### 十九、 論文繳交

#### XIX. Thesis/Dissertation submission

- (一) 學生畢業離校時,應提交完全相同之論文至少 3 本,圖資處 1 冊 (精裝、平裝依圖資處規定)留校陳列典藏、註冊課務組 1 冊(平 裝)轉交國家圖書館陳列典藏,系所 1 冊(精裝、平裝依系所規定) 留系所參考。
- (1) Upon graduation, graduate students shall submit at least three identical copies of their thesis/dissertation. One copy shall be kept by the Office of Library & Information Services, following their specified binding requirements (hardback or paperback binding). Another copy, bound in paperback, shall be sent to the National Central Library for archival by the Registration and Curriculum Division of the Office of Academic Affairs. The final copy shall be kept by students' affiliated department/institutes for reference, adhering to their specific binding requirements (hardback or paperback binding).
- (二) 各系、所、學程可自行規定增加份數或要求英文本。
- (2) Individual departments/institutes/degree programs may request additional copies of a thesis/dissertation or an English version.

(上留白2.54 cm)

(Attachment 1 and the sample)



國立中山大學00系(所)

碩(博)士論文 (18-point KaiTi with 1.5 spacing)

Department/Institute of OO (16-point Times New Roman with 1.5 spacing)

National Sun Yat-sen University (16-point Times New Roman with 1.5 spacing)

Master's Thesis/Doctoral Dissertation (16-point Times New Roman with 1.5 spacing)

(thesis/dissertation title in Chinese) (18-point KaiTi with 1.5 spacing)
(thesis/dissertation title in English) (16-ponit Times New Roman with 1.5 spacing)

研究生: 000 (Chinese name) (16-point KaiTi with 1.5 spacing)
000 (English name) (16-point Times New Roman with 1.5 spacing)

指導教授: OOO (學位名稱)或(職銜) (16-point KaiTi with 1.5 spacing) (DEGREE) or (TITLE) OOO (16-point Times New Roman with 1.5 spacing)

中華民國〇〇年〇月(16-point KaiTi with 1.5 spacing) (英文月)〇〇〇(西元年)(16-point KaiTi with 1.5 spacing) (下留白 2.54 cm)



## 國立中山大學資訊管理學系 碩士論文

# Department of Information Management National Sun Yat-sen University Master's Thesis

Web2.0 服務應用於E化學習歷程檔案管理系統之設計與實作 Design and Implementation of an E-Portfolio Management System Using Web2.0 Services

研究生:梁00

OO-OO Liang

指導教授:陳〇〇博士

Dr. oo-oo Chen

中華民國103年9月

September 2014

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## Acceptance Certificate National Sun Yat-sen University

2 122 01 000 0100	l a Master's Thesis/Doctorate tled presented by
(student name)	Student ID:,
and hereby certify that it	is worthy of acceptance.
Chinese title of Master's Th	nesis/Doctorate Dissertation
English title of Master's Th	nesis/Doctorate Dissertation
Oral Examination Committee:  Convener: (print) (signatu	re)
Committee member:	
John Hilling Highlight.	
(print) (signature)	(print) (signature)
	(print) (signature) (print) (signature)
(print) (signature)	· ·
(print) (signature) (print) (signature)	(print) (signature)

(Attachment 3)

Immediate Publication (Sample)

#### NATIONAL SUN YAT-SEN UNIVERSITY

Thesis and Dissertation Electronic/Printed Publication Form

etd-0522221-111111 2021-06-01 16:59:46

(YYYY/MM/DD)

The thesis authorized in this power of attorney statement was used by the authorizer, <u>OO-OO Chen</u>, of the <u>Master of Business Administration Program in International Business</u>, National Sun Yat-sen University, to obtain

a Master degree during the 2nd semester of Academic Year 109.

Thesis title : Thesis title Advisor : XX-XX Lin

#### **Announcement:**

- 1. As agreed in the 6<sup>th</sup> Executive Council Meeting on April 29, 2020, 2<sup>nd</sup> Semester of Academic Year 108, Graduate Students must upload the electronic thesis and dissertation after discussing Thesis public availability period with their Research Advisor. If Thesis is to be displayed after 4-5 years, certificate that involved confidentiality, patent, or copyrights according to laws and regulations must be provided, and it must be signed by a student, research advisor, and department supervisor.
- 2. Since the patent application involves the thesis publication period, to prevent the loss of novelty that may cause failures of patent applications, please refer to the 'Schedule for Patent Application Process' on the website of the Intellectual Property Office of the Ministry of Economic Affairs before submitting the Thesis and Dissertation Release Form. For any further questions regarding patent applications and copyrights, please contact NSYSU's Technology Transfer Center, Office of Global Industry-Academe Collaboration and Advancement, extension no. 2651.
- 3. Two copies of the Thesis and Dissertation Release Form shall be signed by both the authorizer and the advisor. This agreement shall be bound after the validation form in paper copy. Upon leaving the university, copies of the thesis shall be submitted to the Office of Library and Information Services, and the Registration Division, Office of Academic Affairs.

#### Electronic thesis and dissertation

. E 16	ectionic triesis and dissertation
	By signing and submitting this agreement, I grant the NSYSU library a no cost, non-exclusive way to reproduce,
	publicly display the thesis and dissertation (including Abstract) via microfilm, disks or any other digital reproduction
	without the limitation of time, places, and frequency, and display the thesis and dissertation to readers to search,
	browse, download, and print for personal non-profit use.
	☑ Access and public display for the thesis and dissertation immediately.
	☐ For personal reasons, delayed public access of the thesis and dissertation for years on campus and years
	off campus (including the National Central Library).
	* Reason for embargo :
	* Electronic thesis/dissertation released date : 2021/06/01 on campus and 2021/06/01 off campus
	(including the National Central Library).
·Pri	nted copies
	By signing and submitting this agreement, I grant the NSYSU library a no cost, non-exclusive way to archive,
	reproduce, utilize the thesis and dissertation (including Abstract) via paper reproduction without the limitation of time,
	places, and frequency, and display the thesis and dissertation to readers to read, and photocopy within the scope of
	'reasonable use' under the Copyright Act regulation.
	☑ Access and public display for the thesis and dissertation immediately.
	☐ For personal reasons, delayed public access of the thesis and dissertation for years.
	* Reason for embargo :
	* Paper thesis/dissertation released date : 2021/06/01.
	Student ID: M010000000
	Student: (Signature) Advisor: (Signature)
	OO-OO Chen XX-XX Lin

#### \* Alterations are not allowed in this form/agreement.

- Thesis/dissertation have not been approved: Log in the eThesys system to modify access status, reprint agreement.
- Thesis/dissertation has approved: Contact etd@mail.nsysu.edu.tw or ext.2452 for alternation, reprint and sign for agreement is required.
- Two copies of this form/agreement will be generated automatically. Please bind these two copies within the paper copies and submit to the library and Office of Academic Affairs upon leaving the university.

Date:

#### Delayed Publication (Sample)

#### NATIONAL SUN YAT-SEN UNIVERSITY

Thesis and Dissertation Electronic/Printed Publication Form

etd-0522221-111111 2021-06-01 16:59:

The thesis authorized in this power of attorney statement was used by the authorizer, <u>OO-OO Chen</u>, of the <u>Department of Electrical Engineering</u>, National Sun Yat-sen University, to obtain a <u>Master</u> degree during

the 2nd semester of Academic Year 109.
Thesis title: Thesis title
Advisor: XX-XX Lin

#### **Announcement:**

- 1. As agreed in the 6<sup>th</sup> Executive Council Meeting on April 29, 2020, 2<sup>nd</sup> Semester of Academic Year 108, Graduate Students must upload the electronic thesis and dissertation after discussing Thesis public availability period with their Research Advisor. If Thesis is to be displayed after 4-5 years, certificate that involved confidentiality, patent, or copyrights according to laws and regulations must be provided, and it must be signed by a student, research advisor, and department supervisor.
- 2. Since the patent application involves the thesis publication period, to prevent the loss of novelty that may cause failures of patent applications, please refer to the 'Schedule for Patent Application Process' on the website of the Intellectual Property Office of the Ministry of Economic Affairs before submitting the Thesis and Dissertation Release Form. For any further questions regarding patent applications and copyrights, please contact NSYSU's Technology Transfer Center, Office of Global Industry-Academe Collaboration and Advancement, extension no. 2651.
- 3. Two copies of the Thesis and Dissertation Release Form shall be signed by both the authorizer and the advisor. This agreement shall be bound after the validation form in paper copy. Upon leaving the university, copies of the thesis shall be submitted to the Office of Library and Information Services, and the Registration Division, Office of Academic Affairs.

#### ·Electronic thesis and dissertation

By signing and submitting this agreement, I grant the NSYSU library a no cost, non-exclusive way to reproduce, publicly display the thesis and dissertation (including Abstract) via microfilm, disks or any other digital reproduction without the limitation of time, places, and frequency, and display the thesis and dissertation to readers to search, browse, download, and print for personal non-profit use.

- ☐ Access and public display for the thesis and dissertation immediately.
- ☑ For personal reasons, delayed public access of the thesis and dissertation for <u>5 year(s)</u> on campus and <u>5 year(s)</u> off campus (including the National Central Library).
- \* Reason for embargo : Filing for patent registration.
  - Description: Filing for patent registration.
- \* Electronic thesis/dissertation released date : <u>2026/05/31</u> on campus and <u>2026/05/31</u> off campus (including the National Central Library).

#### ·Printed copies

By signing and submitting this agreement, I grant the NSYSU library a no cost, non-exclusive way to archive, reproduce, utilize the thesis and dissertation (including Abstract) via paper reproduction without the limitation of time, places, and frequency, and display the thesis and dissertation to readers to read, and photocopy within the scope of 'reasonable use' under the Copyright Act regulation.

- ☐ Access and public display for the thesis and dissertation immediately.
- ☑ For personal reasons, delayed public access of the thesis and dissertation for 5 year(s).
- \* Reason for embargo: Filing for patent registration.

Description: Filing for patent registration.

\* Paper thesis/dissertation released date : 2026/05/31.

Student ID	: M01000000	(Signature)	Advisor:		(Signature)
_	00-00 Chen			XX-XX Lin	(0.9.10.10)
			Supervisor :		(Signature)
				Supervisor	
			Date:		(YYYY/MM/DD)

#### \* Alterations are not allowed in this form/agreement.

- Thesis/dissertation have not been approved: Log in the eThesys system to modify access status, reprint agreement.
- Thesis/dissertation has approved: Contact etd@mail.nsysu.edu.tw or ext.2452 for alternation, reprint and sign for agreement is required.
- Two copies of this form/agreement will be generated automatically. Please bind these two copies within the paper copies and submit to the library and Office of Academic Affairs upon leaving the university.

## (Attachment 4)

## Chinese and English Abstracts (Sample)

Chinese and English abstracts shall be on a separate page, with five to seven keywords beneath the abstracts.

Sample:

摘要	
關鍵詞:○○○、○○○、○○○、○○○	

	Abstract
Keywords:	000,000,000,000,000,

## (Attachment 5)

## Table of Contents

Validation Letter	i
Acknowledgements	ii
Abstract (Chinese)	iii
Abstract (English)	iv
Chapter 1 0 0 0	1
Section 1 or 1.1 $\circ \circ \circ$	1
Section 2 or 1.2 0 0 0	5
Chapter 2 0 0 0	18
Section 1 or 2.1 $\circ \circ \circ$	18
(and so on)	
References	100
Appendix	105

#### (Attachment 6)

#### List of Figures, List of Tables (Sample)

List of Figures: The figures in the text shall be sequentially numbered by chapters (Figures in Chapter 1 are numbered as 1-1, 1-2, 1-3... etc.; figures in Chapter 2 are numbered as 2-1, 2-2, 2-3... etc. and so on.) All figures shall be listed under the List of Figures.

List of Tables: The tables in the text shall be sequentially numbered by chapters (Tables in Chapter 1 are numbered as 1-1, 1-2, 1-3... etc.; tables in Chapter 2 are numbered as 2-1, 2-2, 2-3... etc. and so on.) All tables shall be listed under the List of Tables.

#### Sample:

Table of Figures	5
Figure 1-1 Organizational system	8
Figure 2-1 ××××	12
Figure 2-2 ××××	32

Table of Tables	
Table 1-1 Network Learning Classification List	10
Table 1-2 ××××	12
Table 3-1 ××××	25

(上留白2.54公分)

(附件1及範例)



## 國立中山大學00系(所)

碩(博)士論文(字型為18之楷書、1.5倍行高)

Department/Institute of ○○(字型為16之TimesNewRoman、1.5倍行高)

National Sun Yat-sen University(字型為16之TimesNewRoman、1.5倍行高)

Master's Thesis/Doctoral Dissertation(字型為16之TimesNewRoman、1.5倍行高)

(論文中文題目)(字型為18之楷書、1.5倍行高)

(論文英文題目)(字型為16之Times New Roman、1.5倍行高)

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## 國立中山大學資訊管理學系 碩士論文

# Department of Information Management National Sun Yat-sen University Master's Thesis

Web2.0 服務應用於E化學習歷程檔案管理系統之設 計與實作 Design and Implemention of an ePortfolio Management System Using Web2.0 Services

研究生:梁00

00-00 Liang

指導教授:陳○○博士

Dr. 00-00 Chen

中華民國103 年9 月 September 2014

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中文摘要1頁, 英文摘要1頁, 關鍵詞(5-7個)列於摘要內文下方。範例:

摘要
關鍵詞:000、000、000、000
000 • 000

Abstract
Keywords: ()(),()(),()(),()(),()(),()(),()(),()(

## (附件5)

## 目 錄

論文審定書 i
誌謝 ii
中文摘要 iii
英文摘要 iv
第一章 ○○○1
第一節或1.10001
第二節或1.20005
第二章 ○○○18
第一節或2.100018
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#### 範例:

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圖 1-1	組織系統圖8
圖2-1	××××
圖2-2	××××××

## 表次

表1-1	網路學習類別表	10
表1-2	××××	12
去3_1	×××××	25