



Technical University of Munich

Department of Governance
Chair of Digital Governance
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Guidelines for the Formal Structure of Papers and Final Theses at the Chair of Digital Governance

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Format

- 1.5 line spacing
- font size 12
- Times New Roman

Language

The language of the thesis should be communicated to the supervisor when requesting supervision approval. It is recommended to write in English.

Page count

A bachelor thesis is a maximum of **40 pages** of text (excluding sources and the appendix).
A master's thesis is a maximum of **60 pages** of text (excluding sources and the appendix).
When the thesis is written in scientific paper format, it can be shorter.

Citation style

APA Style, 7th Edition. The manual is available [here](#).
Additionally, you can find sample papers [here](#).



Structure

The thesis requires:

- Cover page
- Abstract
- Table of contents
- if applicable, a list of figures and tables
- if applicable, a list of abbreviations
- text part
- Appendix
- Bibliography
- Declaration of Academic Integrity

Appendix

Survey questions, interview questions, and code for analyses belong in the appendix. Code needs to also be sent along with the thesis via email (e.g., R code file).

Declaration of Academic Integrity

I hereby declare that the thesis submitted is my own unaided work. All direct or indirect sources used are acknowledged as references. I am aware that the thesis in digital form can be examined for the use of unauthorized aid and in order to determine whether the thesis as a whole or parts incorporated in it may be deemed plagiarism. For the comparison of my work with existing sources, I agree that it shall be entered in a database where it shall also remain after examination to enable comparison with future theses submitted. Further rights of reproduction and usage, however, are not granted here. This paper was not previously presented to another examination board and has not been published.

Place/Date

Name/Signature

Main part recommendations

Depending on your research question, your thesis structure might vary. If your structure deviates strongly from the recommendation here, make sure to communicate this with your supervisor and get approval.

Recommended structure:

- Abstract
- Introduction
- Literature Review
- Theoretical Framework
- Data and Method
- Results
- Discussion
- Conclusion
- Appendix



Further recommendations

- We recommend you use a literature management system like Zotero.
- TUM currently offers the free version of Grammarly for you to correct grammar mistakes.
- To find relevant literature, you can use online tools like Google Scholar or the TUM library:
<https://www.ub.tum.de/tumopac>.

Templates

A LateX and Word template is available on the website.

<https://www.hfp.tum.de/en/digitalgovernance/study-advice/>

Note

If you have any further questions or concerns regarding the formal structure of your thesis, reach out to your supervisor.

If you are a student in a different program than the BA Political Science or MSc Politics & Technology and you want to be supervised by someone from our chair, first confirm with your own department administration if it is permissible.