**GUIDELINES FOR WRITING A THESIS - THE FACULTY OF HUMANITIES AND SOCIAL SCIENCES**

The thesis should contain the following (some or all):

1. Introduction - Defining the problem, presentations of the research topic, questions/hypotheses and/or the main theoretical issues with which the study deals.
2. Comprehensive review of the research literature dealing with the topic and/or basing the proposal on the relevant research literature.
3. Critical comparison between this work and similar works known in the literature, assessment of the degree of relevance and relative value of previous works cited by the students and/or reference to the commonalities and differences between this work and similar works.
4. Define the objectives of the thesis or presentation of the central claim or argument of the thesis.
5. If the thesis is an empirical study (experimental, quantitative or qualitative), specify the chosen method of collecting the data. In any case, specify the alternatives and give a reasoned explanation for the choice made.
6. In quantitative research studies and experimental research studies, students should relate to the results of their work and correctly assess the reliability of their findings and errors; in qualitative research studies, students must address the trustworthiness of their research and be reflective about their place as researchers.
7. Students should address the conclusions of their research and its theoretical, applied, or other contribution. They should draw precise conclusions and explain them. In an empirical research study, the students should compare their research findings with the relevant theoretical basis.
8. Bibliography
9. References should be cited according to generally accepted referencing guidelines: <http://in.bgu.ac.il/acadsec/Pages/regulations.aspx>

| **Component** | **Technical Guidelines** |
| --- | --- |
| Paper | White, A4 |
| Font | English font - 12-point Times New Roman and Hebrew font - 12-point David |
| Spacing | Double-spaced (or at least 18 points) |
| Numbering | Regular Arabic numerals in the body of the work. The abstract should be numbered in Roman numerals. |
| Illustrations/tables | All tables and illustrations should be headed and individually numbered. |
| Cover pages | According to Examples 1-4 (in the Appendix) |
| Table of Contents | Listed to the second level of headings: Chapter and sections and subsections, if necessary.  Additionally, and separately, if needed, there should be a list of tables and illustrations and a list of appendices. |
| Thesis abstract | The thesis should contain abstracts in Hebrew and in English in the same format.  The abstracts should be no longer than 3 pages. |
| Bibliographic References | List of bibliographic references should appear according to conventional academic rules for the Humanities and Social Sciences.  Books - name of author (first name first), name of book in bold-faced font and underlined in Hebrew or in an italic font in English, place of publication, publisher, year, cited chapter, page. Articles- name of author (first name first)\*, name of article (in quotes), name of journal (bold-faced font and underlined), volume number, pages.  Non-Hebrew articles - surname first. |
| Order of presentation (layout) | 1. Title page in Hebrew (Appendix 1) 2. Inside cover page in Hebrew with signatures (Appendix 2) 3. Thesis abstract in Hebrew 4. Table of contents in Hebrew 5. Body of thesis 6. Bibliography 7. Appendices 8. Table of contents in English 9. Thesis abstract in English 10. Inside cover page in English with signatures (Appendix 3) 11. Front cover page (Appendix 4) |

**Examples of Cover Pages and Signatures Page**

**Front cover page in Hebrew**

**Appendix 1**

**Ben-Gurion University of the Negev**

**Faculties of Humanities and Social Sciences**

**Department <Name of Department>**

<Title of Thesis>

This thesis is submitted in partial fulfillment of the requirements for a Master of Art (M.A.) in Humanities and Social Sciences

By <Name of Student>

Under the supervision of: <Rank and Name>

<Hebrew month and year> <Gregorian month and year>

**Signatures Page (Internal) in Hebrew**

**Appendix 2**

**Ben-Gurion University of the Negev**

**Faculties of Humanities and Social Sciences**

**Department <Name of Department>**

**<Title of Thesis>**

This thesis is submitted in partial fulfillment of the requirements for a Master of Arts (M.A.)   
in Humanities and Social Sciences

By <Name of Student>

Under the supervision of: <Rank and Name>

Student's signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Chair of Departmental Graduate Studies Committee: \_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

< Month, Year>

**Signatures Page (Internal) in English**

**Appendix 3**

**Ben-Gurion University of the Negev**

**The Faculty of Humanities and Social Sciences**

**Department <Name of Department>**

<Title of Thesis>

This thesis is submitted in partial fulfillment of the requirements   
for a Master of Arts degree (M.A.)

<Name of Student>

Under the Supervision of <Rank, Name>

Signature of student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

Signature of supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

Signature of chairperson of the M.A. committee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

<Month, Year>

**Front cover page in English**

**Appendix 4**

**Ben-Gurion University of the Negev**

**The Faculty of Humanities and Social Sciences**

**Department <Name of Department>**

<Title of Thesis>

This thesis is submitted in partial fulfillment of the requirements for a Master of Arts degree (M.A.)

<Name of Student>

Under the supervision of: <Rank, Name>

<Month, Year>