

Guidelines for Bachelor- & Master-Theses and Project Works at the Chair of Corporate Sustainability Brewery and Food Industry

1. Topic Assignment

- Check if you fulfill the **formal requirements** for starting a thesis according to your examination regulations (e.g. check FPO for TUM BWL)
- There are two ways for writing a thesis or project work at our chair:

Either: Check our homepage and choose one of the topics offered there. (www.sustainability.wi.tum.de). Familiarize yourself with the basic literature.

Or: Suggest an own topic:

Topic Area: We only supervise theses dealing with sustainable entrepreneurship and sustainability innovation and which are related to our research project EU-InnovatE. Please visit the official project homepage (www.euinnovate.com).

Business Sectors: We are particularly interested in the following industry sectors: “Living“, “Food“, “Energy“ and “Mobility“.

Business Cooperations: We support application- or practice-oriented topics in cooperation with other businesses or organizations if these relate to our research.

- Language: We solely supervise theses and projects works written in English.
- Exposé: For both advertised and suggested topics you are required to write a concept paper of about 8 pages. For topics suggested by you, we will make our decision whether we can supervise your thesis based on this concept paper. The exposé should contain the following points:
 1. Problem Definition & Research Questions
 2. Literature Review/Conceptual Framework
 3. Research Methodology (Design & Methods)

4. Expected Empirical Results (Contribution to Theory & Practice)
5. Detailed Table of Contents (incl. no of pages per chapter/ sub-chapter)
6. Timetable (incl. Milestones)

- As soon as we have agreed on a topic, you need to register the thesis at the examination office.

2. Supervision

- Your first contact person at our chair will be the research assistant indicated under the specific topic proposal. Once you have chosen a topic, please contact the respective supervisor to arrange a first meeting.
- The first meeting will take place together with the respective research assistant. At this point, you will discuss your topic in further detail, review your concept paper and thereby, finally define your topic more precisely.
- In a second meeting with the supervisor you can discuss the process of your work.
- A third meeting can be held at a later time if necessary.

3. Formal Design

- Extent: The number of pages, as well as the processing time depend on the respective regulations of your study program.
- Format: DIN A4, portrait format, page margins: top: 2 cm, bottom: 2 cm, left: 4 cm, right: 2 cm, header and footer: 1,5 cm.
- Running text: Font size: 12 pt, font: Times New Roman, line spacing: 1,5 Zeilen with a spacing of 6 pt after each paragraph and 0 pt before each paragraph, full justification.
- Emphases (bold, italic,...) and underlinings are to be used as little as possible and consistently. Use emphases as subtly as possible: italics is much better than bold, while bold is better than underlinings.
- Citations: Use a consistent method of citation
- Overall structure:

Cover (see template above)
Table of Contents
Table of Abbreviations
Table of Figures

1. Introduction
2. Conceptional Framework

- 2.1 Literature Review
- 2.2 Overview of the research fields
 - 2.2.1 e.g. Distinctive features of sustainable entrepreneurship
 - 2.2.2 ...

....

- 3. Methodology
- 4. Discussion
- 5. Conclusion

Literature
Annex
Affidavit

- Format Literature:

Buch:

AUTHOR (Year): „Main title [: Subtitle][.]" [Volume] [Edition] Place: Publisher.

FRANK, U. (1994): "Multiperspektivische Unternehmensmodellierung: Theoretischer Hintergrund und Entwurf einer objektorientierten Entwicklungsumgebung." München, Wien: Oldenbourg (Zugl.: Marburg, Univ., Habil.-Schr., 1993).

Articles in compliations:

AUTHOR (Year): „Main title [: Subtitle][.]" In: Author (Year):"Main title [: Subtitle][.]" [Volume] [Edition] Place: Publisher, Pages.

BOGUN, R. (1997): „Lebensstilforschung und Umweltverhalten. Anmerkungen und Fragen zu einem komplexen Verhältnis." In: Brand, K.-W. (Hrsg.): „Nachhaltige Entwicklung. Eine Herausforderung an die Soziologie." Opladen, S. 211-234.

Artikel:

AUTHOR (Year): „Main title [: Subtitle][.]" In: Journal, [Year], [Number], Pages.

FRANK, U. (1992): "Integrierte Informationssysteme: Konventionelle Modelle und Perspektiven objektorientierter Kommunikation." In: Praxis der Informationsverarbeitung und Kommunikation, Bd. 15, Heft 1, S. 29-35.

Conference Paper:

AUTHOR (Year): „Main title [: Subtitle][.]" In: Name of conference, Place, Pages.

SCHECK, H.-J.; WEIKUM, G. (1991): "Erweiterbarkeit, Kooperation, Föderation von Datenbanksystemen." In: Appelrath, H.-J. (Hrsg.): "Datenbanksysteme in Büro, Technik und Wissenschaft. GI-Fachtagung, Kaiserslautern, 6.-8.März 1991, Proceedings." Berlin et al., S. 38-71.

Internet Sources:

HESSISCHES MINISTERIUM FÜR UMWELT, LANDWIRTSCHAFT UND FORSTEN (Hrsg.) (2002): „Energiesparen bei Heizung und Strom – Wissenswertes für Mieterinnen und Mieter." Wiesbaden. URL: <http://www.iwu.de/datei/espi/espi5.pdf>, Abruf am 21.08.05.

BEEBIE (2005): „Mama & ich. Infos rund ums Kind. Rechte und Pflichten.“ URL: http://www.beebie.de/service/spass/mama_ich/rechte_und_plichten.htm, Abruf am 18.10.2005.

BERLINER MORGENPOST (2004): „So macht der Einkauf mit Kindern Spaß.“ Ausgabe 05.12.2004, URL:

<http://morgenpost.berlin1.de/print/2004/12/05/berlin/720638.html>, Abruf am 23.10.2005.

- Citation format:

In running text: (Müller 2005, S. 14-16).

4. Literature References

- For further questions concerning the formal design of Bachelor- or Master-Theses we recommend the following books:

- Theisen, Manuel René: Wissenschaftliches Arbeiten. Technik - Methodik – Form, Vahlen, München.
- Bänsch, A., Wissenschaftliches Arbeiten, München 2003.

Status as of February 2015

Technische Universität München
Fakultät des jeweiligen Studienganges

Titel der Master-/ Bachelor-/ Diplom-/ Seminararbeit

Art der Arbeit: DIPLOMARBEIT/ MASTERARBEIT/ BACHELORARBEIT/ SEMINARARBEIT/

Erst-Prüfer: Univ.-Prof. Dr. Frank-Martin Belz
Professur für Betriebswirtschaftslehre Brau- und Lebensmittelindustrie
Falls Zweit-Prüfer: Name des Zweit-Prüfers
Lehrstuhl/Professur des Zweitprüfers

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