東海大學國際學院國際經營管理學位學程(IBA)論文格式規範
Thesis Format of International Business Administration Program

一、 論文次序 Thesis order

1. 封面(含側邊) Thesis Cover (with side)
2. 論文學術倫理聲明書 Thesis academic ethics statement
3. 致謝 Acknowledgement
4. 英文摘要及關鍵字 English abstract and key words
5. 目錄、表目錄、圖目錄 Contents, chart, category
6. 論文正文 Context of the thesis
7. 參考文獻 References
8. 附錄 Appendix
9. 封底 Back cover

二、 封面(含側邊) Thesis Cover (with side) [See Attachment and Sample]

封面 cover：封面中各行均需置中，包括校名、院別、系所別、學位別、論文題目、指導教授、研究生姓名及提出論文之年(民國)月。

Each line in the cover needs to be centered including school name, department, degree, thesis topic, name of your supervisor, student name and thesis's published year and month.

側邊 Spine：包括校名、系別、學位別、論文中文題目、學生姓名及提出論文之年(民國)月。Includes school name, department, degree, thesis topic, student name and thesis's published year.

三、 致謝 Acknowledgement

須另頁書寫，舉凡學生撰寫論文後的感想，及在論文完成的過程中，獲得指導教授及其它老師有實質幫助之研討及啟發，或行政、技術人員、同學及親友等幫忙者，皆可在此項次致謝，內容力求簡單扼要，以不超過一頁為原則。

Must be written on another page. You can write down your thanks to the people who gave you practical help, for instance, supervisors, other teachers, administrative people, technical personnel, classmates or even your relatives. However the contents can't be more than one page.

四、 英文摘要 English abstract：以不超過一頁為原則。關鍵詞(5個)列於摘要內文下方。
No more than one page. The keywords (5 words) are listed below the abstract text.

Title of Thesis：○○○(Times New Roman,20pt)

ABSTRACT: (Times New Roman,14pt)

內容○○○

3. 字體 font：英文以 12 號 Times New Roman 打字，撰寫以 1.5 行距，本文留白上 2.5 公分、下 2.5 公分(含頁碼)、左右各 2.5 公分，字體顏色為黑色，各頁正下方應置中註明頁碼(頁面底端至頁尾 1.5 公分)。

   Font: Use 12-point Times New Roman for English text, with 1.5 line spacing. Leave 2.5 cm margins at the top and bottom (including page numbers) and 2.5 cm margins on the left and right sides. The font color should be black. Page numbers should be centered at the bottom of each page (1.5 cm from the bottom edge of the page)

4. 圖表 Figure and Table：圖之圖號及說明列於圖之下方，表之表號及說明列於表之上方。

   Type the figure description underneath it and the table description above the chart

   論文頁碼編排原則：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。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。

   The pages before the text are to be numbered sequentially in Roman numerals (lower case) as i, ii, iii… etc. The first page of the text through the "Appendix" pages are to be numbered sequentially in Arabic numerals as 1, 2, 3…. etc. and center-aligned.

十、 參考文獻 References

作者姓名、小括號( )註明西元年份，論文題目，期刊名稱，期刊之卷(輯)、期，頁數。中文以作者姓名筆劃先後排序，英文以第一位作者 Last Name 之字首字母為準，範例：

1. 中文期刊(參考證券市場發展季刊)：作者姓名(西元年)，「論文題目名稱」，期刊名稱，期刊卷期，頁數。

   詹家昌、賴弘程(2003)，「結合技術指標與市場狀態對共同基金操作策略之研究」，證券市場發展季刊，第十五卷，第一期，頁 41-76。

2. 英文期刊(參考 Journal of Finance)：Last Name, First Name, First Name Last Name, and First Name Last Name (Year), Title, Publisher Vol., page.

   For monographs:

   Fama, Eugene F., and Merton H. Miller, 1972. *The Theory of Finance* (Dryden Press, Hinsdale, IL.).

   For contributions to collective works:

   Grossman, Sanford J., and Oliver D. Hart, 1982, Corporate financial structure and managerial incentives, in John J. McCall, ed.: *The Economics of Information and Uncertainty* (University of Chicago Press).

   For periodicals:

   Jenter, Dirk, Katharina Lewellen, and Jrold B. (2011), Warner, Security Issue Timing: What Do Managers Know, and When Do They Know It? *Journal of Finance 66*, 413-443.

十一、 封面(底) Cover and Back cover

論文均應裝訂成冊。Theses should be bound into volumes

1. 平裝本 softbound：採用紅色紙上膠裝訂。Softbound with red color paper and glue.
2. 精裝本 hardbound：紅色底燙金字。Red cover with bronzing word

側邊

Bachelor of International Business Administration Program

(Title)(12pt)

(Year) (12pt)

（4cm space at the top, each line must be centered）

（SAMPLE）Bachelor of International Business Administration Program Thesis

(Title) (Times New Roman,18pt、Line spacing 1.5pt）

Student：○○○, ○○○, ○○○(Line spacing 2pt)

Supervisor：○○○(Line spacing 2pt)

Year ○○○○ Month○○

(Times New Roman,18pt 、Line spacing 1.5pt）

（3.5cm space at the bottom）

Table of Contents (24pt)

Thesis Academic Ethics Statement i

Acknowledgement ii

Abstract iii

Table……iiii

Figure ……..v

Chapter 1 Introduction..... 1
Section 1 or 1.1 ○ ○ ○ 1
Section 2 or 1.2 ○ ○ ○ 5

Chapter 2 Literature Review 1 8
Section 1 or 2.1 ○ ○ ○ 1 8

Chapter 3 Research Design 20
Section 1 or 3.1 ○ ○ 20

Chapter 4 Data Analysis and discussion.....22
Section 1 or 4.1 ○ ○ 22

Chapter 5 Conclusion and Recommendation 25
Section 1 or 5.1 ○ ○ 25

References 50

Appendix 52

(15pt)