

Measure No. 8/2019 of the Dean of the Faculty of Science Masaryk University**Guidelines for Drawing Up Doctoral Theses
at the Faculty of Science Masaryk University**

(version effective from 24 May 2019)

Pursuant to Section 28 (1) of Act No. 111/1998 Coll., on higher education institutions and amending and supplementing other laws (Higher Education Institutions Act), as amended, (hereinafter the "Higher Education Institutions Act"), I hereby issue the following Measure:

Article 1

Doctoral theses submitted for defence at the Faculty of Science of Masaryk University (hereinafter also the "Faculty") must meet the minimum requisites specified in this Measure. They are to be checked by the Office for Research, International Relations and Doctoral Studies.

Article 2**Form of Doctoral Thesis**

1. The doctoral thesis is to be submitted and archived primarily electronically in the Thesis/Dissertation Archive in the Information System of Masaryk University (hereinafter referred to as the "Archive").
2. The student shall submit the application for defence together with at least one copy of his/her doctoral thesis which must correspond with the electronic version in the Archive.
3. If a student has been approved not to publish a part of his/her doctoral thesis in the Archive in accordance with the Study and Examination Rules of Masaryk University, the submitted printed copy shall contain the complete text including the parts that are not published in the Archive pursuant to Article 2.
4. If required by the Doctoral Board, the student shall submit more copies of the doctoral thesis as required by the doctoral board.

Article 3**Cover**

- 1) The printed doctoral thesis must be bound in a hard cover or in any other hard-case binding with printing so that the individual sheets cannot be separated.
- 2) The cover shall contain:
 - the words "Masaryk University";
 - the words "Faculty of Science";
 - the words "Doctoral Thesis";
 - author's full name without academic degrees;
 - the word "Brno";
 - year of submission of the thesis.
- 3) If the doctoral thesis is written in English, the data from Article 2) may also be given in English.

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- 4) Possible form is given in Annex 1 of this Measure.

Article 4 Title Page

- 1) The first printed page.
- 2) This page contains:
 - the words “Masaryk University”;
 - the words “Faculty of Science”;
 - title of the thesis;
 - the words “Doctoral Thesis”;
 - author’s full name without academic degrees;
 - supervisor’s name including academic degrees;
 - name of the department at the Faculty of Science and, if applicable, the name of the institute of the Czech Academy of Sciences;
 - the word “Brno” and the year of submission of the thesis.
- 3) If the doctoral thesis is written in English, the data from Article 2) may also be given in English.
- 4) Possible form is given in Annex 2 of this Measure.

Article 5 Bibliographic Entry (in Czech)

- 1) A ‘table’ with the heading “Bibliografický záznam”.
- 2) The left side of the table contains:
 - the word “Autor” or “Autorka”;
 - the words “Název práce”;
 - the words “Studijní program”;
 - in the case of specialisation, the word “Specializace”;
 - the word “Školitel”;
 - the words “Akademický rok”;
 - the words “Počet stran”;
 - the words “Klíčová slova”.
- 3) The right side of this table contains specific data related to the author of the thesis. In addition, the word “Autor” or “Autorka” is accompanied by the words “Přírodovědecká fakulta, Masarykova univerzita” and the name of the department at the Faculty of Science, or the name of the institute of the Czech Academy of Sciences, if the doctoral thesis was drawn up in cooperation with it. The keywords should match those listed in the electronic Archive. Keywords shall be at least 30 characters.
- 4) The number of pages includes all pages starting with the title page.
- 5) Possible form is given in Annex 3 of this Measure.

Article 6 Bibliographic Entry (in English)

- 1) The English version of the **Bibliografický záznam** in the form of a ‘table’, with the heading “Bibliographic Entry”.
- 2) The left side of the table contains:
 - the word “Author”;
 - the words “Title of the Thesis” the words “Degree Programme”;

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- in the case of specialisation, the word “Specialisation”;
 - the words “Field of Study” / “Study Plan”;
 - the word “Supervisor”;
 - the words “Academic Year”;
 - the words “Number of Pages”;
 - the word “Keywords”.
- 3) The right side of this ‘table’ contains specific data in English related to the author of the thesis. In addition, the word “Author” is to be accompanied by the words “Faculty of Science, Masaryk University” and the English name of the department at the Faculty of Science, or the English name of the institute of the Czech Academy of Sciences, if the doctoral thesis was drawn up in cooperation with it. The keywords in English should match those listed in the electronic Archive. Keywords shall be at least 30 characters.
 - 4) The number of pages includes all pages starting with the title page.
 - 5) Possible form is given in Annex 4 of this Measure.

Article 7

Abstract (in Czech)

- 1) This page contains a Czech abstract of the thesis that corresponds to the abstract given in the Archive.
- 2) The text is headed “Abstrakt”.
- 3) The abstract contains a minimum of 100 characters and a maximum of 4000 characters (without spaces).

Article 8

Abstract (in English)

- 1) This page contains an English abstract of the thesis that corresponds to the English abstract given in the Archive
- 2) The text is headed “Abstract”.
- 3) The abstract contains a minimum of 100 characters and a maximum of 4000 characters (without spaces).
- 4) If possible, both abstracts should be on one page, pursuant to Articles 6 and 7. If not, each abstract shall be given on a separate page.
- 5) Possible form pursuant to Articles 6 and 7 is given in Annex 5 of this Measure.

Article 9

Acknowledgement

- 1) A separate page with acknowledgement can also be included. The acknowledgment is not mandatory. If the thesis is written in English, the acknowledgment can also be written in English.
- 2) The text is headed “Poděkování” (“Acknowledgment” in English). Possible form is given in Annex 6 of this Measure.

Article 10

Overview of Publications and Author’s Contribution

- 1) There shall be a separate page which contains a list of publications (manuscripts) that are the basis for the doctoral thesis
- 2) For each thesis, the contribution of the author of the thesis to a particular publication shall be stated.
- 3) Possible form is given in Annex 7 of this Measure.

Article 11

Thesis Language and Text

- 1) The thesis can be written in Czech or English, other languages are permitted in exceptional cases with the approval of the supervisor and the doctoral board.
- 2) The thesis must be of a good standard in terms of form and style, and it should not contain any grammatical errors.
- 3) The thesis must be submitted having a high-quality graphic design (usually in black-and-white printing except images) in A4 or B5 format.
- 4) The text of the thesis can have double-sided printing, however the sections prior to the Table of Contents must be printed single-sided.
- 5) The form of the thesis text is governed by the customs of the field of study and the guidelines of individual doctoral boards or doctoral committees.

Article 12

Final Provisions

- 1) I authorise the Vice-Dean for Research, International Relations and Doctoral Studies to provide interpretation of this Measure, its updates and check of compliance.
- 2) This Measure was approved at the meeting of the Faculty Academic Senate at its meeting held on 13 May 2019. This Measure supersedes the Dean's Measure No. 5/2012. This Measure shall come into effect on 24 May 2019 and applies to theses submitted after this date.
- 3) Annexes to this Measure are as follows:
 - a) Annex 1 - Possible cover design;
 - b) Annex 2 - Possible form of the title page;
 - c) Annex 3 - Possible form of the bibliographic entry (in Czech);
 - d) Annex 4 - Possible form of the bibliographic entry (in English);
 - e) Annex 5 - Possible form of the abstract;
 - f) Annex 6 - Possible form of the acknowledgment;
 - g) Annex 7 - Possible form of the publications list.

In Brno, on 14 May 2019

doc. Mgr. Tomáš Kašparovský, Ph.D.
Dean

**MASARYK
UNIVERSITY**
FACULTY OF SCIENCE

Doctoral Thesis

AUTHOR'S NAME

Brno 2018

**MASARYK
UNIVERSITY**

FACULTY OF SCIENCE

Title of the Thesis

Doctoral Thesis

AUTHOR'S NAME

Supervisor: supervisor's name

Name of the department

Brno 2018

Bibliografický záznam

Autor:	Author's full name including academic degrees Přírodovědecká fakulta, Masarykova univerzita Název ústavu
Název práce:	Title of the Thesis
Studijní program:	Programme name:
Specializace	The name of the specialisation within the programme <i>[Only in relevant cases, otherwise skip]</i>
Vedoucí práce:	Full name including academic degrees
Akademický rok:	Year/Year
Počet stran:	Number of pages:
Klíčová slova:	Keyword; Keyword; Keyword; Keyword; Keyword; Keyword; Keyword; Keyword; Keyword; Keyword

Bibliographic Entry

Author:	Author's full name including academic degrees Faculty of Science, Masaryk University Department of ...
Title of the Thesis:	Title of the Thesis
Degree Programme:	The name of the programme in English
Specialisation:	The name of the specialisation within the programme <i>[Only in relevant cases, otherwise skip]</i>
Supervisor:	Full name including academic degrees
Academic Year:	Year/Year
Number of Pages:	Number of pages:
Keywords:	Keyword; Keyword; Keyword; Keyword; Keyword; Keyword; Keyword; Keyword; Keyword; Keyword; Keyword; Keyword

Abstrakt

[... text of the abstract in Czech – matches the text in the electronic Archive ...]

Abstract

[... text of the abstract in English – matches the text in the electronic Archive ...]

Acknowledgement

[... text of the acknowledgment ...]

Original publications and definition of the author's contribution

The thesis is based on three manuscripts written by the author of the thesis (Jindřich Všeťečka, JV).

Article 1 (Annex 1 to this doctoral thesis)

Všeťečka J., Novák F., Hviždálová K. (2018) Experimental determination of antimatter - part 1: laboratory studies. Journal of Total Science. 1:1-10

JV participated in the design of the study, independently carried out the laboratory experiments described in the thesis, prepared the draft manuscript and finalized the text after receiving comments from the co-authors.

Article 2 (Annex 2 to this doctoral thesis)

Novák F., **Všeťečka J.**, Ostrá M. (2019) Observations confirming antimatter in our garden. Journal of Total Science. 1:11-20

JV evaluated the data from data collected in the field, interpreted the results, prepared documents for publication and participated in the writing process.

Article 3 (Annex 3 to this doctoral thesis)

Všeťečka J., Hviždálová K., Nováčková A., Ostrá M. (manuscript in preparation) Novel approaches in determination of antimatter using UV and echolocation.

Under the guidance of his supervisor, JV prepared a plan of experiments, carried out studies using echolocation, joined his results with the results from co-authors, prepared the draft manuscript and finalized the text after receiving comments from co-authors.