

Regulation on the Preparation of Dissertations

**Regulation for the Preparation of Dissertations - MSc in Competition Policy and Market Regulation
(MSc in Competition Policy and Market Regulation)**

Contents

Article 1: Introduction	4
Article 2: Purpose and Objectives of the Thesis	4
Article 3: Language of writing PP	4
Article 4: Title DE	4
Article 5: Choice of subject	4
Article 6: Supervising Professor	5
Article 7: Submission and Evaluation Procedure	6
Article 8: Presentation and support	6
Article 9: Copyright and Publication	6
Article 10: Duration and extension of the elaboration	6
Article 11: Penalties and cancellations	7
Article 12: Structure of PP	7
Cover story	7
Preliminary Part.....	8
Dedication	8
Thanks to.....	8
Summary in Greek.....	8
Summary in English	9
Contents	9
List of tables	10
List of Diagrams.....	10
Main Part.....	10
Home Chapter Page	10
Sections	11
Subsections	11
Supplementary Part	11
Annex	12
Bibliography	12
General Principles of Thesis Writing	13
Font - Margins - Alignment.....	13
Form of writing.....	14
Page print format	14
Page numbering	14
Tables	14
Charts	15
References.....	16

**Regulation for the Preparation of Dissertations - MSc in Competition Policy and Market Regulation
(MSc in Competition Policy and Market Regulation)**

Footnotes	17
Template.....	17
Article 13: Printing and other instructions	18
Article 14: Obligations of the Author	18

Article 1: Introduction

1. 1. For this reason, it should be presented uniformly by all postgraduate students of the programme. Alternatively, the student may choose three third-semester elective courses instead of the thesis in order to obtain a Master's degree in "Competition Policy and Market Regulation".

2. The thesis is a key element of postgraduate education and aims to develop research skills.

Article 2: Aims and Objectives of the Thesis

1. The PI has an exclusively academic purpose and therefore the topic it addresses should not only be well developed but also its results should be well documented, based at least on some form of theoretical or empirical analysis. Each Thesis is a product of the intellectual property of both the author and the university institution and should have a unique character and original content. It is strictly forbidden for any part of its text to appear in its entirety or be translated from any other published source. Any such act is a product of plagiarism and raises a question of Ethical Order for the copyright of the other author. The author of the thesis is solely responsible for the consequences of this act.

2. The objectives of the thesis are:

- Deepening in a specific scientific field.
- Developing the ability to analyse and synthesise information.
- Practice in scientific writing and presentation.

Article 3: Language of writing PP

1. The language of the thesis is Greek or English.

Article 4: Title TE

The title of the thesis can be finalized upon request of the student and the supervisor's consent to the Coordinating Committee of the MSc. For the thesis to be approved, the student must defend the thesis before the three-member examination committee.

Article 5: Choice of Subject

1. The topic of the thesis is chosen by the student in collaboration with the supervisor.

2. The topic must be approved by the Director of the MSc.

3. The topic of the thesis can be changed only upon written request of the student and approval of the Coordinating Committee of the MSc.

Article 6: Supervising Professor

1. The supervisor and the members of the three-member examination committee of the postgraduate thesis are appointed from the following categories who have undertaken teaching work in the MSc:

- a) members of Teaching Research Staff (D.R.P.), Special Teaching Staff (S.T.P.), Laboratory Teaching Staff (L.T.P.) and Special Technical Laboratory Staff (S.T.L.P.) of the Department or other Departments of the UoA or other Higher Educational Institution (HEI) or Higher Military Educational Institution (HEMI), with additional employment beyond their legal obligations, if the MSc has tuition fees,
- b) Emeritus Professors or retired members of the Department or other Departments of the University of Piraeus or other universities,
- c) cooperating teachers,
- (d) designated teachers,
- (e) visiting professors or visiting researchers,

2. Each student is assigned a supervisor, who is responsible for guiding and supporting the student in the preparation of the project.

3. The responsibilities of the supervisor include:

- Collaboration with the student to define the topic and methodology.
- Monitoring the student's progress.
- Provide feedback and correction.

Article 7: Submission and Evaluation Procedure

1. The student must submit the final version of the thesis within the deadline set by the Coordinating Committee of the MSc.
2. The work must be submitted in paper and electronic form.
3. The evaluation of the thesis is carried out by a three-member committee appointed by the Coordinating Committee of the MSc.
4. The three-member committee includes the supervisor and two other members, who are experts in the subject of the thesis.
5. The grading of the thesis is based on the following criteria:
 - Originality and innovation.
 - Scientific value and contribution.
 - Methodology and data analysis.
 - Writing and presentation.

Article 8: Presentation and Support

1. The thesis is presented before the three-member committee.
2. The presentation includes oral support of the paper by the student and answering questions from the members of the three-member committee.
3. The duration of the presentation and support is determined by the Steering Committee of the MSc.

Article 9: Copyright and Publication

1. The copyright of the thesis belongs to the student.
2. The paper may be published with the approval of the student and the supervisor.
3. Any use of the work for commercial purposes requires the written consent of the student and the supervisor.

Article 10: Duration and extension of the elaboration

1. The thesis must be completed within the time frame specified by the curriculum.
2. In case of inability to complete the course within the prescribed period, the student may request an extension from the Coordinating Committee of the MSc.

3. An extension may be granted for serious reasons and may not exceed six months.

Article 11: Penalties and Cancellations

1. In case of non-compliance with the deadlines or regulations, the Coordinating Committee of the MSc may decide to cancel the thesis.

2. Any case of plagiarism leads to immediate cancellation of the work and imposition of sanctions according to the university's by-laws.

Article 12: Structure of the IC

The structure of the Thesis consists of the following parts:

1. Cover story
2. Preliminary Part
3. Main Part
4. Supplementary Part

Cover story

The cover of the Thesis is written in Greek and in English.

The cover page in Greek appears on the first page of the Thesis and should contain the following information:

- University of Piraeus
- Department of Economic Science
- Postgraduate Programme in Competition Policy and Market Regulation
- Thesis Title
- Full name of the author
- Special Report which will indicate:

Dissertation submitted to the Department of Economics of the University of Piraeus as part of the requirements for the award of a Master's Degree in Competition Policy and Market Regulation

- Piraeus, month and year of submission of the Diploma.

The cover page in English is written in the same way as the Greek cover page, and appears on the next page, the third page of the thesis.

In more detail, the following information is shown on this cover:

***Regulation for the Preparation of Dissertations - MSc in Competition Policy and Market Regulation
(MSc in Competition Policy and Market Regulation)***

- University of Piraeus
- Department of Economics
- Master Program in Competition Policy and Market Regulation
- Thesis title in English
- Author's full name in English
- A Special Report in English states:

Master Thesis submitted to the Department of Economics of the University of Piraeus in partial fulfillment of the requirements for the degree of Master of Science in Competition Policy and Market Regulation Piraeus, Greece, month in English and year of submission of the Thesis. The pages of both covers are not numbered.

Details of how they are written, as well as their detailed presentation, appear in the Memorandum.

Preliminary Part

The cover page is followed by the preliminary part, which contains the following information, some of which is optional, in order.

Dedication

The dedication is optional and is written, if any, in the middle and right part of the fifth page of the thesis.

The dedication page is not numbered.

Instructions for writing it are given in the memo.

Thanks to

Acknowledgments are optional and are written, if they exist, at the top of the seventh page of the Thesis, provided that there is a dedication, otherwise they are written on the fifth page, after the term acknowledgments are mentioned. The acknowledgments page is not numbered. Instructions for writing this page are given in the memorandum.

Summary in Greek

The summary in Greek is mandatory. On this page, the title of the Thesis appears first, followed by the Important Terms and Conditions and then a brief description of the topic discussed in the Thesis.

The summary in Greek is numbered and is always on a single page. If there is a dedication and acknowledgments, the abstract appears on the ninth page in order, while if there are no such pages, the abstract is on the fifth page in order of the thesis. Finally, if there is neither of the two aforementioned pages, dedication or acknowledgments, then the abstract should appear on the seventh page in the order of the Thesis.

If the abstract takes up more than one page, then the writing continues normally on the next pages, i.e. on even-numbered pages, which are also numbered. In other words, it is written in book form.

Instructions for numbering the pages of the abstract appear in the General Principles of Writing the Thesis, while there is also an indicative presentation of the abstract in the Memorandum.

Summary in English

The English summary is mandatory. On this page, the information of the Greek summary is shown in English with the following terms: Title in English, Keywords and Abstract.

The English abstract is numbered and appears on the next single page after the last page of the Greek abstract. So, for example, if the Greek abstract appears on the ninth page, then the English abstract. The abstract should appear on the eleventh page of the Thesis, where the tenth page remains blank and unnumbered unless there is text of the Greek abstract.

An indicative presentation of the English page display format is shown in the Memo.

Contents

The contents are mandatory and all parts of the Thesis, including the parts of the preliminary part which are numbered, are listed in order, together with their page numbers.

The contents will always appear after the English summary on a single numbered page. That is, if the English abstract appears on the eleventh page, the contents will appear on the thirteenth page of the Thesis, assuming that the English abstract does not exceed two pages in length.

Detailed instructions for the numbering of the pages of the Thesis can be found in the General principles of writing the Thesis.

List of tables

If there are Tables in the Thesis, then there should be a list of tables.

The Table list is always displayed after the contents on an odd numbered page and the pages are numbered. The Table List lists in ascending order all tables presented in the main body of the Thesis along with their title and page number.

Instructions for the appearance and numbering of the Tables of the Thesis can be found in the General principles of writing the Thesis.

List of Diagrams

If there are diagrams in the Thesis, then there should be a list of diagrams.

The Chart list appears after the Table list on an odd-numbered page and its pages are numbered. In the List of Diagrams, all the diagrams presented in the main body of the Thesis are listed in ascending order, together with their title and page numbering.

Instructions for the presentation and the numbering of the diagrams of the Thesis appear in the General principles of writing the Thesis.

Finally, details of the presentation of both the optional and mandatory pages are set out in the memorandum.

Main Part

The main part develops the topic of the thesis, divided into several chapters. Certain rules should be followed when writing each Chapter.

Home Chapter Page

The first page of each Chapter is called the home page and should always be on an odd numbered page. At the top of the page and symmetrically (centre) the chapter number should be given in capital bold letters, e.g. **CHAPTER 1**, followed by the title of the chapter, such as, for example, **BASIC CONCEPTS OF PLITICAL COMPETITION**.

Note that the title of the Chapter may not appear in the same way as the title of a section or even a subsection in the Thesis.

Sections

Each Chapter consists of a number of sections, which are numbered according to the Chapter number to which they refer. For example, the numbering of the sections for Chapter 2 is as follows: 2.1, 2.2, 2.3 and so on.

The first section of each Chapter is called the **Introduction** and the last section the **Recapitulation**. The Introduction section introduces the reader to the topic of the Chapter and should contain at least three paragraphs. The first should refer generally to the topic of the Chapter, the second should be a more specific reference, and the last should briefly describe what will be presented in the Chapter. The Recapitulation should contain a brief summary or reference to the topic developed in the Chapter.

Section titles should be written in bold lower case and should appear in the Table of Contents.

Subsections

Each section may also be divided into a number of subsections. A ~~require~~ requirement for this is that there must be at least two subsections, otherwise there is no reason for only one subsection to exist.

Subsections are written in two ways, either numbered or unnumbered. Where subsections are numbered, the volume of their content should be large enough to justify their numbering, which should follow the number of the section of the chapter in which they are located, e.g. 2.3.1 and 2.3.2 number subsections 1 and 2 of section 3 of chapter 2.

The titles of subsections that are numbered should be written in bold lower case and should appear in the table of contents.

On the other hand, when the volume of the content of the subsections is not usually large and the subject matter is not so important that it should appear in the table of contents, the presentation of the subsections can be done in bold italics.

Note that there must be text in the section that uses subsections before the subsections appear.

Supplementary Part

The Supplementary part of the Thesis is the part of the thesis that simply completes or completes the main part of the thesis.

The supplementary part consists of two parts:

**Regulation for the Preparation of Dissertations - MSc in Competition Policy and Market Regulation
(MSc in Competition Policy and Market Regulation)**

- The Annex, which is optional and
- The Bibliography, which is compulsory, and which are analysed below.

Annex

The Appendix contains data, tables of results, evidence, a questionnaire used in a survey and other forms of information, but which have an accompanying and perhaps supporting role in the main topic discussed in the thesis, and are therefore not included in the main body of the thesis.

If there is only one annex, its tables are numbered P1, P2 and so on and are not mentioned in the List of Tables. Conversely, if there is more than one annex, then they are numbered by adding a capital letter of the Greek alphabet as follows: ANNEX A, ANNEX B, ANNEX C and so on, while the numbering of their tables follows their numbering, e.g. the tables in ANNEX A will be referred to as Tables P.A.1, P.A.2 and so on.

Only the Annex or Annexes of the Thesis will appear in the Table of Contents.

Bibliography

The Bibliography is at the end of the thesis and all the references used in the thesis are listed in it, divided into three sections, a) in Greek, b) in foreign languages and c) in the Internet sites.

The Bibliography is listed alphabetically by the surname of the first author, regardless of whether it is a published scientific article or a book.

Indicatively, the Bibliography for a Greek or foreign book is written as follows: Ayiakoglou, N. Ch. and Economou, S. G. (2008), *Methods of Forecasting and Decision Analysis*, Benou Publications, Athens.

Box, E. P. G., and Jenkins, M. G. (1976), *Time Series Analysis forecasting and control*, Holden-Day, San Francisco.

Granger, C. W. J. and Newbold, P. (1986), *Forecasting Economic Time Series*, Second Edition, Academic Press, Inc., San Diego.

Fuller, W. A. (1996), *Introduction to Statistical Time Series*, Second Edition, John Wiley & Sons, Inc, New York.

Salvator, D. (1996), *Managerial Economics in a Global Economy*, 3rd edition, McGraw-Hill: New York.

In contrast, for a scientific article the Bibliography is written as follows:

Agiakloglou, C. and Newbold, P. (1992) Empirical Evidence on Dickey-Fuller-type tests. *Journal of Time Series Analysis*, **13**, 471-483.

Agiakloglou, C. and Karkalakos, S. (2009), A Spatial and Economic Analysis for Telecommunications: Evidence from the European Union, *Journal of Applied Economics*, XII, 11-32.

De Gooijer J. G. and Hyndman R. J. (2006), 25 years of time series forecasting, *International Journal of Forecasting*, 22, 443-473.

Hassier, U., Rotrigues, P. and Rubia, A. (2009), Testing for general fractional integration in the main domain, *Econometric Theory*, 25, 1793-1828.

Tong, H. (2001), A personal journey through time series in *Biometrika*, *Biometrika*, 88, 195-218.

It should be noted that all references in the main body of the thesis should appear in detail in the Bibliography.

General Principles of Thesis Writing

The general principles of writing a thesis include the following:

1. Font - Margins - Alignment
2. Form of writing
3. Page Printing Format
4. Page numbering
5. Tables
6. Charts
7. Mathematical Relationships
8. References
9. Footnotes
10. Printing and Other Instructions

The information that should be included in these parts, as well as the way they should be written, is presented in detail below, and there is an indicative memorandum at the end.

Font - Margins - Alignment

The font used throughout the thesis is Times New Roman Greek. The font size is set at 12 pt, except in certain cases, such as the number and title of the chapter will be sized

16 pt, while sections and subsections are 14 pt. Instructions for font size on initial pages are given in the memo.

Each page must be A4 format (210 mm x 297 mm) and have the following margins: 3 cm at the top and bottom and 2,5 cm at the right and left.

The text must be fully justified.

Form of writing

In each section and subsection, the first paragraph should start without a tab, while all other paragraphs should start with a 0.5 cm tab. There should be no space between paragraphs. Punctuation is set at 1.5 cm.

Page print format

The printing of the pages should be in book form, i.e. printing on both parts of the same page, except for the information in the preliminary part which should all start on a single numbered page.

Page numbering

The numbering of the pages of the thesis is done in two ways corresponding to the preliminary and the other parts of the thesis.

The numbering in the preliminary part is in Roman numerals (e.g. i, ii, iii, iv, v, vi, etc.) and appears in the lower middle part of the page. The numbering actually starts on the first page, i.e. the Greek cover, but without the page number appearing on it. The same happens on the English cover, the dedication and the acknowledgements, if any. The first page numbered in Roman numerals is the page of the abstract in Greek.

Please note that Roman numerals are not printed on pages that are blank. For example, if the abstract in Greek does not take up two pages, then the second page of the abstract, which appears on the back of the same sheet of paper, is not numbered.

The numbering of the rest of the thesis, which includes the main and the supplementary part, is done in the classical numbering, i.e. with the numbers 1, 2, 3, etc., and starts from the first page of the first chapter in the lower middle part of the page.

Tables

Tables are numbered in a unique way based on the Chapter they appear in and their serial number. For example, the fifth table in the first chapter is numbered **Table 1.5**, while the third table in the second chapter is numbered **Table 2.3**.

Tables are presented in the centre of the page, from the left to the right part of the page. First the number of the table is displayed, then the title and then the table with its data. The numbering of the table and its title are shown in bold lower case, e.g.

Table 4.3

Statistics of the returns of the Banking Sector shares

[This is where the table comes in]

Source : <http://www.naftemporiki.gr/>

In the case where the table comes as it is from another source without any editing or, alternatively, the data have been slightly edited and the author wants to indicate their source, then at the end of the table, i.e. at the bottom, the source of origin is indicated in 10 pt font: Source: Authors (year) or Website address, while the full citation of the source is reflected in the bibliography.

Tables can be displayed in the text at any point on the page, as long as there is adequate space available, so that the table is not cut off in the middle of the page. If the table does not reach one page, it is continued on the next page where the numbering of the table is indicated at the beginning of the new page, e.g. **Table 4.3**, and the word **Continue** is indicated below it. If there is a source for the data in this table, then it is placed at the end of the second part of the table.

In the text, each table is referred to with a capital first letter when accompanied by its corresponding numbering; differentially, each table is written in lower case. For example, "Table 4.3 presents the average and variance of the Banking Sector equity returns for the period 2000 - 2010. This table shows that ...". Never should a table appear at the end of a section or subsection. The section or subsection should always end with text.

Charts

Charts are numbered in a unique way based on the Chapter they appear in and their serial number. For example, the second chart of Chapter 1 is numbered as **Chart 1.2**, while the fourth chart of Chapter 3 is numbered as **Chart 3.4**.

The presentation of the charts is similar to that of the tables, except that the numbering and title appear below the chart and after the source of the chart, if any. For example,

[This is where the diagram comes in]

Source : <http://epp.eurostat.ec.europa.eu/portal/page/portal/eurostat/home/>

Figure 3.4

Diagrammatic representation of the GDP of Greece

In the text, each diagram is referred to with a capital first letter when accompanied by its corresponding numbering, otherwise it is written in lower case. For example, "Figure 3.4 shows the evolution of Greece's GDP for the period 2000-2010. This graph shows that ...".

Diagrams can be displayed in the text at any point on the page, as long as there is available and appropriate space. Unlike tables, diagrams are not divided into two pages. At no time should a diagram appear at the end of a section or subsection. The section or subsection should always end with text.

Mathematical Relationships

Mathematical relationships are marked at any point in the text except those that have a special meaning and appear alone in the centre of the series. Of these, those which are to be used or referred to in the remainder of the paper should be numbered. The numbering of the relationships is based on the chapter in which they appear and their ascending order, e.g. the second relationship of chapter three is defined as (3.2). The numbering should appear in parentheses, in the same order as the relationship indicated and aligned on the right-hand side of the page, e.g.

$$Y = a + bX + e \quad (3.2)$$

while their reference in the text of the Thesis will be made in the following way. "It follows from relation (3.2) that".

References

During the development of the thesis topic, reference should be made to other works or studies that have dealt with the topic. The reference is made either as a point of historical review of the development of a topic or as a point of support for a part of the Thesis.

The references appear at any point in the text of the thesis, indicating only the name of the Author, regardless of whether it is a published scientific article or a textbook and the year of publication in brackets. References are made in three general ways: a) Directly in the flow of the sentence, for example, "As Granger (1987) states, the relationship of causality is determined by the following

statistical test."; b) Indirectly in the flow of the text, such as for example, "The behavior of the phenomenon has also been examined by many researchers in various disciplines (see for example, John (2010), Miller (2006) and Billar (1999))"; and c) In a direct way in which a piece of a paper is quoted verbatim. This piece is presented within quotation marks to indicate that it is taken directly from another source. For example: "as McDonney (2005) states "This phenomenon causes a problem of variable variation and needs to be dealt with appropriately.'" Also, the last case of citation can also appear as a footnote if the author does not want or does not feel that he/she should quote verbatim something that has been said by another author.

When there is more than one author in a paper or text, then in the case of two authors, both surnames are written together with the year of publication of the paper, e.g. Granger and Engle, (1985), while in the case of more than two authors, only the surname of the author who appears first in the paper or text is written together with the Latin italics *et. al*, which is derived from the phrase *et al* and is Latin for 'and the others'.

Every reference that appears in the Thesis should necessarily appear in the bibliography.

Footnotes

References that have a supplementary or supporting role and do not necessarily need to appear in the main body of the thesis can be inserted as a footnote. Footnotes are numbered and indicated at the end of the sentence after the period where their numbering appears as an exponent. For example: "This phenomenon is called heteroskedasticity.¹" The content of the footnote appears at the bottom of the same page indicating the author's last name and the year of publication of the paper. If the footnote contains a direct quote from a source, the page from which it came from is also displayed.

Template

The Template shows how the following parts of the Thesis should be displayed:

1. Cover in Greek language
2. Cover in English
3. Dedication
4. Thanks to
5. Summary in Greek language
6. Summary in English
7. Contents

8. List of tables
9. List of Diagrams
10. Indicative main part
11. Bibliography

Article 13: Printing and other instructions

1. The printing of the Thesis should be double-sided in book format, with the note that each new chapter should, in any case, start on a single page.
2. Very often, it is necessary to list information in the form of bullets. These lists should be 0.5 cm indented from the left-hand side of the beginning of the paragraph and should never appear at the end of a section or subsection. If the section or subsection ends with a bulleted list then there should be at least one paragraph or at least one sentence of text immediately afterwards to complete the presentation of the section or subsection correctly.
3. Any English or other language term should always appear in the text with its Greek translation, for example: "Regression Analysis aims to quantify a relationship....". It is left to the author's discretion, after presenting and defining the foreign language terminology, to use it whenever he/she deems appropriate. However, it is advisable to use Greek terms. Foreign terminology should be avoided in chapter, section and subsection titles, as well as in the title of the Thesis.
4. Many terminologies consist of more than one word. For example: Public Power Corporation - PPA or Autoregressive Moving Average - ARMA Models. In this case, the terminology should be presented in detail and its abbreviation at an early stage of the Chapter and then left to the author's discretion to use the original term or its abbreviation as he or she deems appropriate. Where Latin words or expressions appear in the text they should be written in italics, for example, *a priori*, *ceteris paribus*, etc.

Article 14: Obligations of the Author

1. After approval of the Supervising Professor for the completion of the Thesis, a date and time for its presentation is set.
2. The author should have printed three copies in plain language and given them to the three members of his/her committee at least one week before the presentation. During the presentation he/she should have prepared supporting material for the presentation.
3. After the successful support of the thesis, the author must sign a certificate of completion of the thesis, stating that the thesis was written exclusively by

***Regulation for the Preparation of Dissertations - MSc in Competition Policy and Market Regulation
(MSc in Competition Policy and Market Regulation)***

him/her and that it was not submitted within the framework of any other postgraduate programme or undergraduate degree in Greece or abroad.

4, After approval by the three-member committee and in the case where there are no corrections, the author should submit at least two hardcover copies, one for the Graduate School Secretariat and one for the University Library, as well as an electronic version on optical disk-CD.