

**METHODOICAL INSTRUCTIONS FOR PREPARATION OF
MASTER THESIS
Master's Thesis Guidelines**

TECHNICAL POINTERS FOR THE FINAL MASTER THESIS PAPER

Final thesis paper must be printed on the standard A4 format paper (210x297 mm), with these page settings:

1. Times New Roman Font 12
2. Line spacing 1.5
3. Margins: left - 25mm, right – 20mm, top – 25mm, bottom – 20mm
4. The first line in the paragraph must be indented (10mm).
5. There may be some highlighting or bolding of separate words or sentences.
6. Page numbering should start from the title page to the last page. The page number should not appear on the title and content pages.
7. Page number should appear on the top of the page, in centre or in the right corner, in Arabic numbers, without a dot.
8. Every new section should start in a new page with the heading. Paragraphs and subsections should start in the same page after one or two line spacing.
9. The section headings should be in capital letters. The subsection and paragraph headings should only start with a capital letter.
10. All headings must be bolded and centred.
11. The sections, subsections and paragraphs should be numbered using Arabic numbers.
12. Numbering of subsections should start over in every section (e.g. 2.1, 2.2; 3.1, 3.2). If the text is separated into paragraphs, they should be numbered using the same principle (e.g.: 2.1.1, 2.1.2, 2.1.3).
13. Introduction and conclusions, other structural parts (bibliography and sources, summary, appendixes) are not numbered, but should start with the capital letter and should be bolded.
14. Every table, picture or graph should have a capture with the source identified. If the table or a graph was created by the student, he/she must identify what sources did he/she based them on. All tables that do not have sources are perceived as students work, but that must be mentioned in the introduction or next to the first such object.

15. Tables, graphs and pictures must be numbered and have names. These objects must have numbers if there is more than one of each (e.g.: Table 1, graph 1 or by the sections: table 2.2, graph 2.3).
16. The fonts used in the tables and graphs not necessarily have to match the font of the text. The table title should be centred and written above it. The table number should be written above its title, on the right side of the page. The number and the title of the graph or picture should appear below the object.
17. Tables or graphical objects should be compact and take up not more than a page. If you have problems fitting them, they can also be presented vertically in the page. In this case, the title of the object should be on the left hand side. Student should consider adding bigger objects as attachments (appendixes), instead of putting them into text.
18. Attachments should have their own numbering. If the table or a graph do not fit in one page, there should be an additional indication on both pages, for instance "Table 5 is continued in the next page" and "continuation of table 5".
19. Used formulas can be typed or written in by hand. Formulas that the student bases something on more than once should be numbered. The number should be in pretexts and on the right side of the line, which contains the formula.
20. Total number of pages without appendixes should not exceed 60 pages.

VILNIUS UNIVERSITY
FACULTY OF ECONOMICS

NAME SURNAME

Title of your master thesis

Master thesis

Master student_____

Academic supervisor_____

Assoc. Prof. A. Somebody

Work submission date_____

Registration Nr._____

2015

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SUMMARY

Name Surname

GASTRONOMIC TOURISM: THE PROFILING OF LITHUANIAN OUTBOUND TOURISTS'

Final Master Thesis

Academic supervisor: Assoc. prof. A. Somebody

Vilnius University, Faculty of Economics

Marketing and integrated communication

Vilnius, 2013

Size: 95 pages, 2 figures, 10 tables, 28 graphs, 3 appendixes

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