

INTERNATIONAL UNIVERSITY OF SARAJEVO  
FACULTY OF BUSINESS AND ADMINISTRATION



**MASTER'S GRADUATION PROJECT**  
**(MBA, IBF, & ECON STUDENTS)**

SARAJEVO, 2018

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## 1. INTRODUCTION

Writing a final project or thesis for the completion of a Master's degree in Management, Economics, International Business and Finance is required. The Master project should be prepared in accordance with **the Bosnia and Herzegovina Qualification Framework (B&HQF)** from 2011 (Council of Ministers of B&H, 2011).

According to Bosnia and Herzegovina Qualification Framework, the Master holder:

1. demonstrates a systematic understanding and mastering of knowledge in their field/discipline that is founded upon, and extends and /or upgrades with Bachelor's level (first cycle), and that represents the basis or opportunity for originality in developing and /or applying ideas, often in the context of research work;
2. can apply his/her knowledge, understanding, and problem-solving abilities in new or unfamiliar environments within broader (or interdisciplinary) contexts related to their field of study;
3. can apply conceptual and abstract thinking, with a high level of ability and creativity, allowing for:
  - Critical evaluation of current research and academic work at the forefront of the discipline and
  - Evaluation of different methodologies, the formation of critical thinking and offer of alternative solutions;
4. has the ability to integrate knowledge and deal with complex problems, and to formulate judgments based on incomplete or limited information, but with reflecting on social and ethical responsibilities related to the application of their knowledge and judgments;
5. can communicate its conclusions, knowledge, and thinking on which they are based, using the appropriate /adequate language for the non-specialized audience, clearly and emphatically;
6. is able to put his/her knowledge to a higher level, deepen the understanding of their field of study or discipline, and continuously develop his/her new skills through individual learning and development;
7. has learning skills that enable him/her to continue studies in a way that will be largely self-directed and autonomous.

The purpose of a Professional Master Program is to prepare students for successful professional carrier in a dynamic and often interdisciplinary environment of the modern labor market. The students enrolled in the Professional Master Program have to complete a graduation project. However, this program does not eliminate an option for a student to enroll in a Ph.D. program. Therefore, master programs at the Department of Economics and Management offer two options for students when it comes to the graduation project (12 ECTS):

- 1. Business application** - This option allows students to develop a plan for a major project in an industry or business of choice (i.e. business or feasibility study). This type of project is for students who plan to pursue a business career. Students analyze project goals, objectives, and scope in relation to budget, schedule, and resources, to subsequently propose a project with a full plan of implementation. The proposed plan addresses strategies for overcoming challenges faced by similar projects, including a risk management plan, resource plan, monitoring plan, an evaluation plan, and a reporting plan. Students utilize skills gained throughout the program to demonstrate the ability to plan and implement a project from conception to conclusion. Another option of this project is the submission of a particular project for funding (local or international funds). If the project proposal is originally written in the language other than English, for the purpose of graduation project it has to be translated to English. The student works closely with his/her mentor and follows the guidelines prescribed by the program.
- 2. Research paper** - This option allows students to write a research paper or book chapter. The research paper can take different forms (primary field research, review paper, conceptual paper, case study analysis, etc.), but it has to satisfy minimum criteria, such as well-written, scholarly, original research, and relevant to the student's research program. This type of project is for those students that are on the brink between academic and business careers. With this type of graduation project, a student is equipped with skills of performing research in the field (useful for both business and academic career) and the student's research potential is improved (useful for Ph.D. enrollment, especially if the student manages to publish it later on). The paper has to be written in English. The student works closely with his/her mentor and follows the guidelines prescribed by the program.

**Both research papers and business projects are defended in front of the committee (mentor and 2 committee members).**

**Every procedure has to be initiated by the mentor. Here is the overview of necessary procedures:**

**Table 1: Overview of Procedures**

<b>Procedure</b>	<b>Form</b>	<b>Deadline</b>	<b>Submit to</b>
<b>Mentor appointment</b>	<u>01-Mentor Proposal Form</u>	First semester (Specific deadline is determined by IUS Graduate Office).	IUS Graduate Office
<b>Master project approval</b>	<u>02-Master Thesis Proposal Approval Form</u>	First semester (Specific deadline is determined by IUS Graduate Office).	IUS Graduate Office
<b>Master project committee</b>	<u>04.a-Master Project Committee Appointment Request Form</u>	After mentor's approval.	Faculty Secretary
<b>Master project submission</b>	Final project in accordance with this manual.	After committee's approval.	IUS Graduate Office
<b>Master project defense</b>	<u>05.a-Master Project Defense Result Form</u>	The last date is determined by IUS Academic Calendar.	IUS Graduate Office

Every final project accepted as a part of the Faculty of Business and Administration (FBA) programs is submitted to a permanent collection of the International University of Sarajevo Library. In order to maintain the uniformity among the theses/dissertations, FBA has prescribed certain requirements.

The present manual has been prepared to help Master's students at the Department of Economics and Management throughout the process of planning, researching, and writing their graduation project. This manual explains the general requirements of a research paper or business project, their format, documentation, citation, style, and appendices. It should not be forgotten that no manual can address all questions about the completion of a

thesis/dissertation. **Thus, students are advised to consult their mentors for clarifications of issues that are not addressed in this manual. Also, students' responsibility is to check the academic calendar of the respective year regarding the specific deadlines.**

**Note:** Before starting to attend lectures, a student is obliged to read this manual and Study Rules for the relevant Second Cycle, which are available at:

[http://www.ius.edu.ba/sites/default/files/study\\_rules\\_for\\_the\\_second\\_study\\_cycle\\_at\\_ius\\_02\\_2014.pdf](http://www.ius.edu.ba/sites/default/files/study_rules_for_the_second_study_cycle_at_ius_02_2014.pdf)

## **2. FORMAT GUIDELINES**

There are no strict formatting requirements but research papers should contain the essential elements needed to convey your manuscript, for example, Abstract, Keywords, Introduction, Materials and Methods, Results, Conclusions, and References. Regarding the business project, requirements are different and they are agreed with the mentor depending on a type of project.

Headings should be in upper case, 12pt, bold and numbered (e.g. **1. INTRODUCTION**). It is important to conceptualize the article into clearly defined and numbered sections. Subheadings should be 12pt, bold and numbered (e.g. **1.1. Problem Statement**).

**The format for cover and intro pages is explained in appendices A-G.**

### **2.1 Text formatting**

All papers should be written in English. In order to submit the paper in proper layout, authors should adopt the following criteria:

**Language:** English (American or British)

**Paper size:** A4

**Margins:** Left: 4 cm (1.6 inches); bottom: 3 cm (1.2 inches); top and right: 2.5 cm (1 inch)

**Font:** Times New Roman, 12pt / 10pt for captions, figures, tables, footnotes, endnotes, and long quotations.

**Spacing:** 1.5 (double space between paragraphs and sections)

**Justification and Alignment:** Both sides

**Recommended Length:** 6,000-10,000 words

**Pagination:** The Title page and the Approval page **do not have** numbers, even though they are counted as pages i and ii, respectively. **Actual page numbering begins with "iii"** on the Approval page.

**Binding:** Dark Blue Hard Cover with Gold Letters (5 hard copies - 1 to IUS Library, 1 to IUS Graduate Office, and 3 to the Committee members. Also, 1 electronic copy is required for IUS Library).

**Paragraphs:** The first line of each paragraph should be indented. Block quotations should be indented from both the right and left margins. Space between paragraphs should be 12pt.

**Tables:** Each table should be numbered. The title should be bold, 12pt and placed left above the table. All data in the tables should be 10pt. The space between a title and a table should be 6pt. If it is someone else work, it should be properly referenced, 10pt and placed centered, below the table. Please, see an example below:

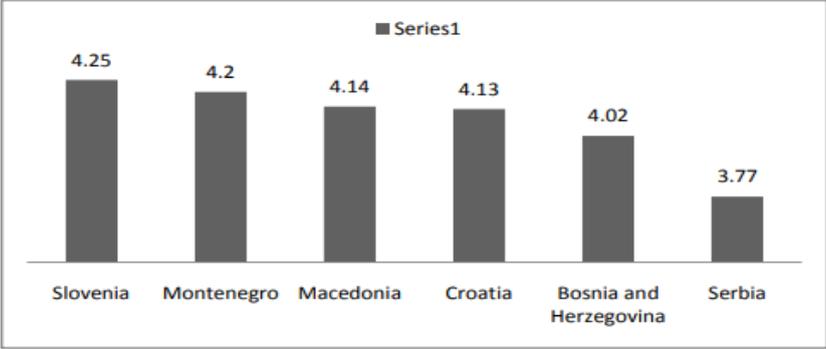
12 pt  
6 pt  
10 pt

**Table 1: Title**

Country	Year	GDP
N1	2000	\$20 billion

Source: *Author, Year (if the table is made by the author then put Source: Authors' compilation)*

**Figures:** Each figure should be numbered. The title should be bold, 12pt and placed left above the table. If it is someone else work, it should be properly referenced, 10pt and placed centered below the figure.



**Figure 1: Global Competitiveness Index in the Region (CPU, 2014)**

↓ 1\*10 pts space (1.5)

Equations: centered and numbered. It is important that equations and symbols are clearly defined before or after the equations:

$$EDy = \frac{(Qc - Qp) / Qp}{(Yc - Yp) / Yp} \tag{1}$$

**Abbreviations and Acronyms:** Define them the first time they are used in the text (from Introduction).

### **3. STUDENT-MENTOR CONSULTATIONS: GENERAL RECOMMENDATIONS**

Assigning of a mentor must be followed by the official approval of a topic. Mentor and student are advised to consider the following: discussion about the topic, its purpose and focus; submission of tentative writing schedule and getting mentor's approval; developing specific consultations schedule with the mentor; discussing some general issues with the student such as choice and use of sources, plagiarism and paraphrasing, and organizing/structuring the thesis/dissertation; discussing expectations and responsibilities of both student and mentor.

#### **3.1 Student's Responsibility**

Each step in the process of writing the theses /dissertations involves consultation with the mentor and his/her official approval. The student's responsibility is to produce a thesis/dissertation according to the topic, proposal and research schedule. The mentor's responsibility is to assist the student to understand and carry out each task, respectively. The mentor will review the work produced by the student, make comments, on both, its merits and deficiencies and offer advice on how to proceed. The following are recommended steps, which the student should follow in planning, researching and writing the thesis/dissertation:

- Consult the mentor about the topic at the beginning of the semester after the topic is chosen;
- Make plans for research and writing with the mentor and follow the agreed schedule;
- Identify the focus or research question to be addressed in the work;
- Make a tentative outline that could lead to the tentative organization of chapters;
- Begin research as discussed with the mentor and take notes from sources;
- If necessary, revise the focus or research questions. Also, revise the outline if necessary;
- Continue gathering information, collecting notes and organizing notes to be used in writing;
- Begin to write the first drafts of chapters. These should include a description of methods used to gather information, methods used to analyze the information, findings, and analyses of findings, conclusions reached and implications of the findings;

- Write the introduction, conclusion, and abstract based on the contents of the body of the work;
- Submit a draft of the entire work;
- Make final revisions based on the advice of the mentor;
- Submit the final, bound copies of the thesis/dissertation to your mentor;
- Obtain the commentaries of the mentor and opponent;
- Prepare for the defense, especially noting and preparing responses to the comments made in the commentaries and
- Key-in and make corrections after your defense.

Students should be aware that if they fail to consult their mentor regularly, there is a high probability that the thesis/dissertation will not be completed properly and will not be approved for the defense. It will then be necessary to re-write the thesis/dissertation with proper consultations.

### **3.2 Mentor's Responsibility**

The role of the mentor is to help students to plan and execute the research and writing of the thesis/dissertation according to the requirements of the program and faculty. The mentor should be available at the arranged meeting times to consult the student, check the work in progress, offer advice, and make suggestions for improvement of the thesis/dissertation.

The mentor initiates the procedure and communicates with the committee members to assure that the best possible work is going for a defense.

#### **4. REFERENCES**

Faculty of Business and Administration (FBA) requires students to use the American Psychological Association Style (APA) Sixth Edition. The following section provides examples of how to use APA. **For the details that are not covered in this guideline, a student should consult with the mentor.**

Each work submitted to the mentor will go through the **plagiarism/similarity check software.**

##### **4.1 Direct Quotation and Sources**

Reproduce word for word material directly quoted from another author's work or your own previously published work, material replicated from a test item, and verbatim instructions to participants. When quoting, always provide the author, year, and specific page citation or paragraph number for non-paginated material.

If the quotation comprises fewer than 40 words, incorporate it into text and enclose the quotation with double quotation marks. If the quotation appears in mid-sentence, end the passage with quotation marks, cite the source in Parentheses immediately after the quotation marks, and continue the sentence. Use no other punctuation unless the meaning of the sentence requires such punctuation, as demonstrated by the example, below:

Interpreting these results, Robbins et al. (2003) suggested that the “therapists in dropout cases may have inadvertently validated parental negativity about the adolescent without adequately responding to the adolescent's needs or concerns” (p. 541), contributing to an overall climate of negativity.

If the quotation appears at the end of a sentence, close the quoted passage with quotation marks, cite the source in parentheses immediately after the quotation marks, and end with a period or other punctuation outside the final parentheses, as demonstrated by the example, below:

Confusing this issue is the overlapping nature of roles in palliative care, whereby “medical needs are met by those in the medical disciplines; non-medical needs may be addressed by anyone on the team” (Csikai & Chaitin, 2006, p. 112).

## 4.2 Paraphrasing Material

When paraphrasing or referring to an idea contained in another work, you are encouraged to provide a page or paragraph number, especially when it would help an interested reader locate the relevant passage in a long or complex text.

**Table 2: Citing in the Text**

Type of citation	First citation in Text	Subsequent citation in the text	Parenthetical format, the first citation in the text	Parenthetical format, subsequent citation in the text
One work by one author	Walker (2007)	Walker (2007)	(Walker, 2007)	(Walker, 2007)
One work by two authors	Walker and Allen (2004)	Walker and Allen (2004)	(Walker & Allen, 2004)	(Walker & Allen, 2004)
One work by three authors	Bradley, Ramirez, and Soo (1999)	Bradley et al. (1999)	(Bradley, Ramirez, & Soo, 1999)	(Bradley et al., 1999)
One work by four authors	Bradley, Ramirez, Soo, and Walsh (2006)	Bradley et al. (2006)	(Bradley, Ramirez, Soo, & Walsh, 2006)	(Bradley et al., 2006)
One work by five authors	Walker, Allen, Bradley, Ramirez, and Soo (2008)	Walker et al. (2008)	(Walker, Allen, Bradley, Ramirez, & Soo, 2008)	(Walker et al., 2008)
One work by six or more authors	Wasserstein et al. (2005)	Wasserstein et al. (2005)	(Wasserstein et al., 2005)	(Wasserstein et al., 2005)
Groups (readily identified through abbreviation) as authors	National Institute of Mental Health (NIMH, 2003)	NIMH (2003)	(National Institute of Mental Health [NIMH], 2003)	(NIMH, 2003)
Groups (no abbreviation) as authors	University of Pittsburgh (2005)	University of Pittsburgh (2005)	(University of Pittsburgh, 2005)	(University of Pittsburgh, 2005)

#### 4. REFERENCE LIST

The reference list at the end of a Ph.D. dissertation provides the information necessary to identify and retrieve each source. Choose references judiciously and include only the sources that you used in the research and preparation of the article.

Although some volume numbers of books and journals are given in Roman numerals, APA journals use Arabic numerals (e.g., Vol. 3, not Vol. III) because they use less space and are easier to comprehend than Roman numerals. A Roman numeral that is part of a title should remain Roman (e.g., Attention and Performance XIII).

Arrange entries in alphabetical order by the surname of the first author followed by initials of the author's given name.

**Table 3: Periodicals**

Journal article with DOI	Herbst-Damm, K. L., & Kulik, J. A. (2005). Volunteer support, marital status, and the survival times of terminally ill patients. <i>Health Psychology, 24</i> , 225-229. doi:10.1037/0278-6133.24.2.225
Journal article with DOI more than seven authors	Gilbert, D.G., McClernon, J.F., Rabinovich, N. E., Sugai, C., Plath, L. C., Asgaard, G., . . . Botros, N . (2004). Effects of quitting smoking on EEG activation and attention last for more than 31 days and are more severe with stress, dependence, DRD2 A1 allele, and depressive traits. <i>Nicotine and Tobacco Research, 6</i> , 249-267. doi:10.1054/ntr.2004.10001676305
Journal article without DOI (when DOI is not available)	Sillick, T. J., & Schutte, N.S. (2006). Emotional intelligence and self-esteem mediate between perceived early parental love and adult happiness. <i>E-Journal of Applied Psychology, 2</i> (2), 38-48. Retrieved from <a href="http://ojs.lib.swin.edu.au/index.php/ejap">http://ojs.lib.swin.edu.au/index.php/ejap</a> Light, M. A., & Light, I. H. (2008). The geographic expansion of Mexican immigration in the United States and its implications for local law enforcement. <i>Law Enforcement Executive Forum Journal, 8</i> (1), 73-82.
Journal article without DOI, title translated into English, print version	Guimard, P., & Florin, A. (2007). Les evaluations des enseignants en grande section de maternelle sont-elles predictives des difficultes de lecture au cours preparatoire? [Are teacher ratings in kindergarten predictive of reading difficulties in first grade?]. <i>Approche Neuropsychologique des Apprentissages chez l'Enfant, 19</i> , 5-17.
Journal article with DOI, an advance online publication	Von Ledebur, S.C. (2007). Optimizing knowledge transfer by new employees in companies. <i>Knowledge Management Research &amp; Practice</i> . Advance online publication. doi:10.1057/palgrave.kmrp.8500141
In-press article posted in a preprint archive	Briscoe, R. (in press). Egocentric spatial representation in action and perception. <i>Philosophy and Phenomenological Research</i> . Retrieved from <a href="http://cogprints.org/5780/1/ECS_RAP_F07.pdf">http://cogprints.org/5780/1/ECS_RAP_F07.pdf</a>

Magazine article	Chamberlin, J., Novotney, A., Packard, E., & Price, M. (2008, May). Enhancing worker well-being: Occupational health psychologists convene to share their research on work, stress, and health. <i>Monitor on Psychology</i> , 39(5), 26-29.
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**Table 4: Books and Book Chapters**

Entire book, print version	Shotton, M. A. (1989). <i>Computer addiction? A study of computer dependency</i> . London, England: Taylor & Francis.
Electronic version of print book	Shotton, M. A. (1989). <i>Computer addiction? A study of computer dependency</i> [DX Reader version]. Retrieved from <a href="http://www.ebookstore.tandf.co.uk/html/index.asp">http://www.ebookstore.tandf.co.uk/html/index.asp</a> Schiraldi, G. R. (2001). <i>The post-traumatic stress disorder sourcebook: A guide to healing, recovery, and growth</i> [Adobe Digital Editions version]. doi:10.1036/0071393722
Electronic-only book	O'Keefe, E. (n.d.). <i>Egoism &amp; the crisis In Western values</i> . Retrieved from <a href="http://www.onlineoriginals.com/showitem.asp?itemID=135">http://www.onlineoriginals.com/showitem.asp?itemID=135</a>
An electronic version of the republished book	Freud, S. (1953). The method of interpreting dreams: An analysis of a specimen dream. In J. Strachey (Ed. & Trans.), <i>The standard edition of the complete psychological works of Sigmund Freud</i> (Vol. 4, pp. 96-121). Retrieved from <a href="http://books.google.com/books">http://books.google.com/books</a> (Original work published 1900)
Limited-circulation book or monograph, from an electronic database	Thomas, N. (Ed.). (2002). <i>Perspectives on the community college: A journey of discovery</i> [Monograph]. Retrieved from <a href="http://eric.ed.gov/">http://eric.ed.gov/</a>
Several volumes in a multivolume work	Koch, S. (Ed.). (1959-1 963). <i>Psychology: A study of science</i> (Vols. 1-6). New York, NY: McGraw-Hill.
Electronic version of the book chapter in a volume in a series	Strong, E. K., Jr., & Uhrbrock, R. S. (1923). Bibliography on job analysis. In L. Outhwaite (Series Ed.), <i>Personnel Research Series: Vol. 1. Job analysis and the curriculum</i> (pp. 140-146). doi:10.1037/10762-000
Book chapter, a print version	Haybron, D. M. (2008). Philosophy and the science of subjective well-being. In M. Eid & R. J. Larsen (Eds.), <i>The science of subjective well-being</i> (pp. 1 7-43). New York, NY: Guilford Press.
Book chapter, English translation, reprinted from another source	Piaget, J. (1988). Extracts from Piaget's theory (G. Gellerier & J. Langer, Trans.). In K. Richardson & S. Sheldon (Eds.), <i>Cognitive development to adolescence: A reader</i> (pp. 3-1 8). Hillsdale, NJ: Erlbaum. (Reprinted from Manual of child psychology, pp. 703-732, by P. H. Mussen, Ed., 1 970, New York, NY: Wiley)

Technical and research reports, like journal articles, usually cover original research but may or may not be peer-reviewed. They are part of a body of literature sometimes referred to as gray literature, which “can serve a valuable supplementary role to the formal publication, including additional resources, details, research methods, and experimental techniques” (Gray literature, 2006). Format references to technical and research reports as you would in a book.

**Table 5: Technical and Research Reports**

Corporate author, a government report	U. S. Department of Health and Human Services, National Institutes of Health, National Heart, Lung, and Blood Institute. (2003). Managing asthma: A guide for schools (NIH Publication No. 02-2650). Retrieved from <a href="http://www.nhlbi.nih.gov/health/prof/lung/asthma/asth_sch.pdf">http://www.nhlbi.nih.gov/health/prof/lung/asthma/asth_sch.pdf</a>
Authored report, from the nongovernmental organization	Kessy, S. S. A., & Urio, F. M. (2006). The contribution of microfinance institutions to poverty reduction in Tanzania (Research Report No. 06.3). Retrieved from Research on Poverty Alleviation website: <a href="http://www.repoa.or.tz/documents_storage/Publications/Reports/06.3_Kessy_and_Urio.pdf">http://www.repoa.or.tz/documents_storage/Publications/Reports/06.3_Kessy_and_Urio.pdf</a>
Report from the institutional archive	McDaniel, J. E., & Miskel, C. G. (2002). The effect of groups and individuals on national decision making: Influence and domination in the reading policymaking environment (CI E RA Report 3-025). Retrieved from University of Michigan, Center for Improvement of Early Reading Achievement website: <a href="http://www.ciera.org/library/reports/inquiry-3/3-025/3-025.pdf">http://www.ciera.org/library/reports/inquiry-3/3-025/3-025.pdf</a>
Issue brief	Employee Benefit Research Institute. (1992, February). Sources of health insurance and characteristics of the uninsured (Issue Brief No. 1 23). Washington, DC: Author.

**Table 6: Meetings and Symposia**

Symposium contribution	Muellbauer, J. (2007, September). Housing, credit, and consumer expenditure. In S. C. Ludvigson (Chair), <i>Housing and consumer behavior</i> . Symposium conducted at the meeting of the Federal Reserve Bank of Kansas City, Jackson Hole, WY.
Conference paper abstract retrieved online	Liu, S. (2005, May). <i>Defending against business crises with the help of intelligent agent based early warning solutions</i> . Paper presented at the Seventh International Conference on Enterprise Information Systems, Miami, FL. Abstract retrieved from <a href="http://www.iceis.org/iceis2005/abstracts_2005.htm">http://www.iceis.org/iceis2005/abstracts_2005.htm</a>
Proceedings published regularly online	Herculano-Houzel, S., Collins, C. E., Wong, P., Kaas, J. H., & Lent, R. (2008). The basic nonuniformity of the cerebral cortex. <i>Proceedings of the National Academy of Sciences, USA, 105</i> , 12593-1 2598. doi:10.1073/pnas.0805417105
Proceedings published in book form	Katz, I., Gabayan, K., & Aghajan, H. (2007). A multi-touch surface using multiple cameras. In J. Blanc-Talon, W. Philips, D. Popescu, & P. Scheunders (Eds.), <i>Lecture Notes in Computer Science: Vol. 4678. Advanced Concepts for Intelligent Vision Systems</i> (pp. 97-108). doi:10.1007/978-3-540-74607-2_9

**Table 7: Theses and Dissertations**

Master's dissertation, from a commercial database	Mc Niel, D. S. (2006). <i>Meaning through narrative: A personal narrative discussing growing up with an alcoholic mother</i> (Master's dissertation). Available from ProQuest Dissertations and Dissertations database. (UMI No. 1434728)
Doctoral dissertation, from an institutional database	Adams, R. J. (1973). <i>Building a foundation for evaluation of instruction in higher education and continuing education</i> (Doctoral dissertation). Retrieved from <a href="http://www.ohiolink.edu/etd/">http://www.ohiolink.edu/etd/</a>
Doctoral dissertation, from the web	Bruckman, A. (1997). <i>MOOSE Crossing: Construction, community, and learning in a networked virtual world for kids</i> (Doctoral dissertation, Massachusetts Institute of Technology). Retrieved from <a href="http://www-static.cc.gatech.edu/-asb/dissertation/">http://www-static.cc.gatech.edu/-asb/dissertation/</a>
Doctoral dissertation, abstracted in DAI	Appelbaum, L. G. (2005). Three studies of human information processing: Texture amplification, motion representation, and figure-ground segregation. <i>Dissertation Abstracts International: Section B. Sciences and Engineering</i> , 65(10), 5428.
Doctoral dissertation, from a university outside the United States	Carlbon, P. (2000). <i>Carbody and passengers in rail vehicle dynamics</i> (Doctoral dissertation, Royal Institute of Technology, Stockholm, Sweden). Retrieved from <a href="http://urn.kb.se/resolve?urn=urn:nbn:se:kth:d_iva-3029">http://urn.kb.se/resolve?urn=urn:nbn:se:kth:d_iva-3029</a>

For a doctoral dissertation or master's dissertation available from a database server, use the following reference template:

Author, A. A. (2003). Title of doctoral dissertation or master's dissertation (Doctoral dissertation or master's dissertation). Retrieved from Name of database. (Accession or Order No.)

For an unpublished dissertation or dissertation, use the following template:

Author, A. A. (1978). Title of doctoral dissertation or master's dissertation (Unpublished doctoral dissertation or master's dissertation). Name of Institution, Location.

**Table 8: Internet Message Boards, Electronic Mailing Lists, and Other Online Communities**

Message posted to a newsgroup, online forum, or discussion group	Rampersad, T. (2005, June 8). Re: Traditional knowledge and traditional cultural expressions [Online forum comment]. Retrieved from <a href="http://www.wipo.int/roller/comments/ipisforum/Weblog/themeeighChow_cann_cultura_l#comments">http://www.wipo.int/roller/comments/ipisforum/Weblog/themeeighChow_cann_cultura_l#comments</a>
Message posted to an electronic mailing list	Smith, S. (2006, January 5). Re: Disputed estimates of IQ [Electronic mailing list message]. Retrieved from <a href="http://tech.groups.yahoo.com/group/ForensicNetwork/message/670">http://tech.groups.yahoo.com/group/ForensicNetwork/message/670</a>
Blog post	PZ Myers. (2007, January 22). The unfortunate prerequisites and consequences of partitioning your mind [Web log post]. Retrieved from <a href="http://scienceblogs.com/pharyngula/2007/01/the_unfortunate_prerequisites.php">http://scienceblogs.com/pharyngula/2007/01/the_unfortunate_prerequisites.php</a>  <b>A blog comment would be referenced as follows:</b>  Middle Kid. (2007, January 22). Re: The unfortunate prerequisites and consequences of partitioning your mind [Web log comment]. Retrieved from <a href="http://scienceblogs.com/pharyngula/2007/01/the_unfortunate_prerequisites.php">http://scienceblogs.com/pharyngula/2007/01/the_unfortunate_prerequisites.php</a>

6 cm

TITLE OF GRADUATION PROJECT 18 pts

3\*18 pts space (1.5)

4 cm

2,5 cm



4 cm

1\*18 pts space (1.5)

STUDENT'S NAME 18 pts

2\*18 pts space (1.5)

INTERNATIONAL UNIVERSITY OF SARAJEVO 18 pts

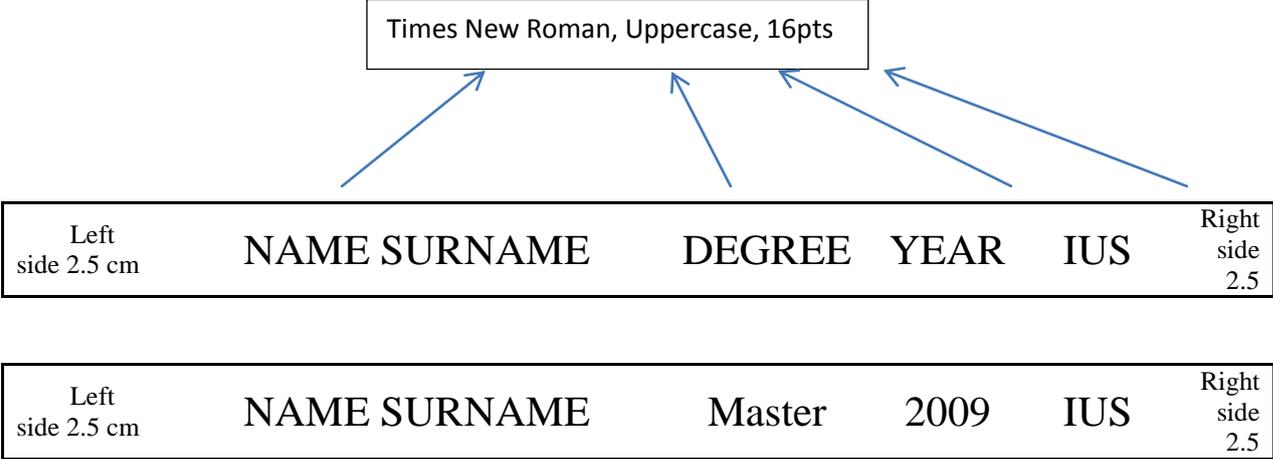
1\*18 pts space (1.5)

YEAR 18 pts

3 cm

**Appendix B – Cover Page Spine**

**Cover Page Spine**





6 cm

TITLE OF GRADUATION PROJECT 18 pts

1\*18 pts space (1.5)

BY 18 pts

1\*18 pts space (1.5)

4 cm

2,5 cm

STUDENT'S NAME 18 pts

1\*18 pts space (1.5)

A graduation project submitted in partial fulfillment of  
the requirements for the degree of Master of

..... in ..... 18 pts

1\*18 pts space (1.5)

Faculty of Business and Administration 18 pts  
International University of Sarajevo

1\*18 pts space (1.5)

Month Year 18 pts

3 cm

**Appendix D – Approval Page**

**APPROVAL PAGE**

14 pts

1\*12 pts space (1.5)

I certify that I have supervised and read this study and that in my opinion, it conforms to acceptable standards of scholarly presentation and is fully adequate, in scope and quality, as a graduation project for the degree of Master in .....

12 pts

1\*12 pts space (1.5)

.....  
Name SURNAME

Mentor

4 cm

2,5 cm

1\*12 pts space (1.5)

I certify that I have read this study and that in my opinion, it conforms to acceptable standards of scholarly presentation and is fully adequate, in scope and quality, as a graduation project for the degree of Master in .....

1\*12 pts space (1.5)

.....  
Name SURNAME

Examiner 1

1\*12 pts space (1.5)

.....  
Name SURNAME

Examiner 2

3 cm

This graduation project was submitted to the Department of ..... and was accepted as partial fulfillment of the requirements for the degree of Master in

4 cm  
→

←  
2,5 cm

.....  
↓  
1\*12 pts space (1.5)

.....

Name SURNAME  
Head of Department

↓  
1\*12 pts space (1.5)

This graduation project was submitted to the Faculty of Business and Administration and was accepted as partial fulfillment of the requirements for the degree of Master in .....

↓  
1\*12 pts space (1.5)

.....

Name SURNAME  
Dean

**Appendix E – Declaration**

**DECLARATION** 14 pts

2\*12 pts space (1.5)

I hereby declare that all information in this document has been obtained and presented in accordance with academic rules and ethical conduct. I also declare that, as required by these rules and conduct, I have fully cited and referenced all material and results that are not original to this work.

12 pts

2\*12 pts space (1.5)

Name:

1\*12 pts space (1.5)

Signature .....

Date .....

4 cm

2,5 cm

3 cm

**Appendix F – Declaration of Copyright Aand  
Affirmation of Fairs Use of Unpublished Work**

2,5 cm

**INTERNATIONAL UNIVERSITY OF SARAJEVO**

18 pts

1\*12 pts space (1.5)

**DECLARATION OF COPYRIGHT AND AFFIRMATION  
OF FAIRS USE OF UNPUBLISHED WORK**

16 pts

1\*12 pts space (1.5)

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12 pts

1\*12 pts space (1.5)

**TITLE OF GRADUATION PROJECT**

12 pts

1\*12 pts space (1.5)

4 cm

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2,5 cm

12 pts

6\*12 pts space (1.5)

Affirmed by Student's Name

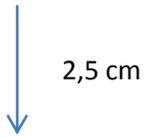
.....

Signature

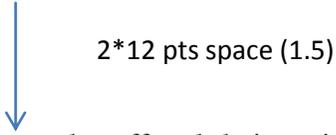
.....

Date

3 cm



**ACKNOWLEDGMENTS** 14 pts



I wish to express my indebtedness to all those who offered their assistance during my Master's research. 12 pts

I would like to thank ....

