

GUIDELINES FOR A PROPOSAL AT THE INSTITUTE FOR ENVIRONMENTAL MANAGEMENT IN COMPANIES AND REGIONS*)

1. Requirements...

■ ... for a *Diploma Thesis*

- Minor or major specialization in Environmental Management (Schwerpunkt oder Spezialisierung)
- Successful completion of all courses of the minor (according to the curriculum)
- Balance of course grade average better than 2,0 (<2,0) in the minor OR in all the courses that have already been completed in the selected alternative (Environmental Management in Companies OR Environmental Management in Regions)

■ ... for a *Master Thesis*

- Successful completion of all courses of the „Sustainability“ Master courses
- Balance of course grade average better than 2,0 (<2,0) in the „Sustainability“ Master courses
- Entrance Interview (for students who have not taken all the Bachelor courses at the Institute for Environmental Management in Companies and Regions)

The student should propose a topic that s/he would like to write about in his/her thesis. However, individual department members can also suggest a topic that is e.g. relevant for the department's research activities.

2. Diploma Thesis Seminar / Master Thesis Seminar

- It is mandatory to attend the diploma / master thesis seminar offered by the institute
- It is necessary that your proposal has already been accepted in order to be allowed to attend the course.

3. Supervisors

■ Environmental Management in Companies

- a. Univ.-Prof. Dr. Heinz Karl Prammer
- Univ.-Ass.ⁱⁿ Mag.^a Dr.ⁱⁿ Daniela Schrack

■ Environmental Management in Regions

- a. Univ.-Prof. Dr. Reinhold Priewasser
- Univ.-Ass.ⁱⁿ Romana Stögmüller, MSc

4. Proposal

Students should write about five to ten pages for their proposal. The proposal should contain:

WHY?

1. (Preliminary) Title of your thesis

2. Motivation: Why would you like to write about this topic? How would you define the problem/challenge? In which wider context do you see the topic of your thesis?

WHAT?

3. Goal / Expectations: What would you like to show with your diploma/master thesis? Which problem would you like to solve? Are there any research gaps and deficits that need to be solved? What are the main aspects of the work, which ones will not be considered?

4. Research Question(s) and Theses: What research questions would you like to address with your work? Are you planning to test some hypotheses (qualitative research): Which ones?

HOW?

5. Methods: What approach are you going to implement in order to answer your research questions? Will your work be theoretical-conceptual – What theories and models would you like to use? Do you plan an empirical part – what research methods and instruments would you like to implement?

6. Innovative Content: What is new about your thesis/work? Are there any new aspects that you would like to lay your focus on? Contribution of other authors?

7. Schedule / work plan

8. Table of contents: You should also include a table of contents in your proposal. Headers should be numbered in a way that clearly reflects your thesis' structure. Your main chapters should also include the number of pages you plan to write about them.

9. Preliminary references: All literature cited in the text must be listed. References should be sorted in ascending order of the first authors' last names. Please split your reference list in the following three sections and make sure to format all references consistently: Main references (monographs, anthologies, journals, ...), Internet references, Legal references (acts, administrative orders and regulations, ...)

You can register for the Diploma Seminar, after your supervisor has accepted your proposal and you have filled in the "grey form" about your diploma/master thesis (you can download it from our website: <http://www.jku.at/uwi/content/e54309/e54312>)

*) Please note that this guideline is applicable for diploma, master and bachelor theses. However, point 6 is irrelevant for bachelor theses.