

PROGRAM OF GRADUATE STUDIES IN PUBLIC HEALTH

**WRITING GUIDE**

**AND SUBMISSION AND EVALUATION PROCEDURES OF THE POSTGRADUATE THESIS**

## EDITORIAL BOARD:

***Vasilakou Nair-Tonia Kornarou Eleni Merakou Kyriakoula Papamichael Dimitris Sergentanis Theodoros Tegos Nikolaos Tzanakaki Tzorgina***

**Director P.M.S. Public Health: Vasilakou Nair- Tonia**

**January 2023**

## CONTENTS

|  |  |
| --- | --- |
|  | **Page** |
| **INTRODUCTION** | **5** |
| **1. PROCEDURE ASSUMPTION GRADUATE DIPLOMATIC OF WORK (M.D.E)** | **7** |
| **2. RESEARCH protocol TIS M.D.E.** | **9** |
| **3. DESIGN OF THE M.D.E.** | **12** |
| **4. STRUCTURE TIS M.D.E.** | **13** |
| **4.1. Cover page** | **13** |
| **4.2. First cover** | **13** |
| **4.3 Second cover** | **14** |
| **4.4. Statement author postgraduate work** | **14** |
| **4.5. Page coprights** | **14** |
| **4.6. Page non plagiarism** | **14** |
| **4.7. Abstract in Greek and English language** | **15** |
| **4.8. Contents** | **15** |
| **4.9. List tables** | **15** |
| **4.10. List charts** | **15** |
| **4.11. List images/photos** | **15** |
| **4.12. Abbreviations** | **16** |
| **5. FORM AND SIZE OF THE M.D.E.** | **16** |
| **5.1 Size and margins page font,**  **paragraphs** | **16** |
| **5.2. Numbering** | **17** |
| **5.3. Size M.D.E.** | **18** |
| **6. Language** | **18** |
| **7. BOOKBINDING** | **19** |
| **8. DEADLINES AND PROCEDURES SUBMISSION AND EVALUATION TIS M.D.E.** | **19** |

|  |  |
| --- | --- |
| **8.1. Procedure statement subject M.D.E.** | **19** |
| **8.2. Year elaboration her M.D.E.** | **20** |
| **8.3. Submission M.D.E. to evaluation** | **21** |
| **8.4. Procedure and Criteria evaluation M.D.E.** | **21** |
| **9. INSTRUCTIONS WRITING M.D.E.** | **25** |
| **9.1. Writing M.D.E.** | **25** |
| **9.2. Title** | **25** |
| **9.3. Structure of text of M.D.E.** | **26** |
| * **Abstract** | **26** |
| * **Prologue** | **27** |
| * **Introduction** | **27** |
| **A. General Part** | **27** |
| **B. Research Part** | **28** |
| **1. Aim and goals (research) of Thesis** | **29** |
| **2. Methodology** | **29** |
| - **Method of systematic review** | **29** |
| - **Material and method of primary research** | **31** |
| - **Material and method of laboratory research** | **31** |
| **3. Results** | **32** |
| **- Tables** | **33** |
| **- Graphs** | **35** |
| **- Images/photos** | **35** |
| **4. Discussion** | **36** |
| **5. Conclusions-Suggestions** | **36** |
| **10. REFERENCES of M.D.E.** | **37** |
| **11. APPENDIX** | **38** |
| **12. QUALITY RESEARCH AND PRESENTATION OF RESULTS** | **38** |

|  |  |
| --- | --- |
| **12.1. THE qualitative research** | **38** |
| **12.2. Characteristics of qualitative research** | **39** |
| **12.3. Items qualitative research** | **39** |
| **12.4. Researcher design** | **39** |
| **12.5. Ways collection of research material** | **40** |
| **12.6. Analysis of research material** | **40** |
| **12.7. Presentation of results of qualitative research** | **41** |
| **13. PRACTICAL TIPS** | **42** |
| **14. REFERENCES** | **42** |
| **15. INDICATIVE example** | **44** |
| **16. APPENDIX 1: Printed matter statement subject diplomatic work** | **54** |
| **APPENDIX 2: Application support NDE** | **56** |
| **APPENDIX 3: Practical support NDE** | **58** |

**INTRODUCTION**

Dear students,

The Master's Thesis (M.D.E.) is the final phase of the Master's Program (P.M.S.) and enables you to demonstrate that you have acquired the necessary skills and knowledge to organize, conduct a research project and write up its findings.

The purpose of preparing the M.D.E. is the approach of a subject matter in a scientific manner with the aim of drawing specific and scientifically substantiated conclusions. M.D.E. seeks answers, explanations, attempts comparisons with target the configuration generalizations where they can use and extend already existing theoretical knowledge. The M.D.E., as a culmination of the P.M.S. of Public Health, is of particular importance. It is a scientific publication, and as from thereof owes to responds in specific standards and to observes the rules of good scientific practice and ethics. A copy of the M.D.E. remains at Library of Department Public Health Policies (T.P.D.Y.), of the School of Public Health (S.D.Y.), of the University of West Attica (P.D.A.), so that the scientific community can use it as a bibliography. The text of the M.D.E. is posted in the Institutional Repository "Polynoi" of PA.DA.A. ( https://polynoe.lib.uniwa.gr/ ) and is therefore available to the general public.

As the M.D.E constitutes "official text", there are rules where regulate its way of structuring and writing it. The general part contains chapters, which provide an introduction to the topic through literature review, while the specific part lists the aim and objectives, research method, results, discussion and conclusions.

As a rule, the object of the M.D.E. related to one of the teaching or research topics the intervention of T.P.D.Y. and of Professor, to which The University student chooses to elaborate his thesis of. The more successful M.D.E. is those where is specific and closely targeted and are distinguished by originality, utility, expediency and data collection capability.

In the P.M.S. are foreseen the below items M.D.E.:

* Research Thesis: is an original research paper. In this Guide, instructions are given in general for primary epidemiological-research studies, but also for laboratory studies in particular.
* Systematic review: constitutes extended and thorough literature review on a scientific topic of great interest.

Against its evaluation of M.D.E. is taken into account Criteria such as:

* + review perception of existing relevant bibliography and ability of its quote
  + foundation opinions and arguments
  + abstract and synthetic ability, logical order and good flow of the written word
  + documenting views and information (footnotes, references, appendices)
  + completeness bibliography and sources
  + clear wording, correct pension, total diligence
  + clear and legible structure (clear distinction in chapters, sections, subsections, etc.)
  + scrupulous adherence to the rules of the M.D.E. writing guide. of T.P.D.Y. for its preparation and presentation.

At units where they follow are listed detailed instructions for the writing of M.D.E. at P.M.S. of Public Health.

Your we wish good success!

## PROCEDURE ASSUMPTION GRADUATE DIPLOMATIC OF WORK (M.D.E.)

Postgraduate students prepare and write M.D.E. in a matter related to the subject of the P.M.S. The workload required to be paid by each graduate student during the preparation of the M.D.E. is valued at between seven hundred and fifty (750) and nine hundred (900) hours of work, which correspond to thirty (30) credits.

The most common M.D.E., in P.M.S. of Public Health, fall under the following plans:

* systematic literature review,
* synchronous study (cross‐sectional study)
* case-control study
* study intervention with group control
* laboratory research
* qualitative research

The M.D.E. requires subject orientation from part of student, from too early. It is recommended that the student decide on the topic of his thesis at the beginning of the 3rd semester. The choice of subject of M.D.E. it should be done in collaboration with the Supervising Professor, be characterized by originality, usefulness, expediency and be feasible to collect data.

**Recommended topics M.D.E.**

The proposed topics of the M.D.E. are declared to the Coordinating Committee (SC) of P.M.S. by the professors of P.M.S. at the beginning of the 3rd semester, they are posted on the DIPLOMAS page on the asynchronous Moodle platform of the P.M.S. and the students choose the topic of M.D.E. from the posted topics. Each faculty member of the Department, retired faculty member and EDIP member with a doctoral degree of the Department who teaches at P.M.S. must declare five (5) proposed M.D.E. subjects that belong to his speclizaton. Students may also propose specific topics that concern their interests within the same deadline. In the event that several postgraduate students choose the same subject, the supervisor of the specific subject of the M.D.E. has the responsibility to resolve the matter in the best way for the students.

##### STAGES:

1. The student can address to Advisor of Studies for the appropriate scientific field and faculty member. In case the student already knows in which one subject area fall into interests of, it can to address directly to any faculty member deemed appropriate. In discussion with the faculty member, they are considered and are analyzed the suggestions and the interests of student. The member Faculty may accept the subject, if they consider it is not suitable to their specialization, they give directions and recommend to the student another faculty member, as more suitable.
2. When the student and the faculty member arrive at the topic and the approach (delimitation, first outline of methodology, basic content units) the faculty member takes over the supervision of the M.D.E. of the student and has been his Supervisory Advisor ever since.
3. Then, during the meetings of the student and the Supervising Professor, the subject is further processed for the precise identification of the investigated object and the individual modules, the details of the methodology and the various stages of the study, as well as the permission from the body that will conduct the research (e.g. hospitals, KAPI, schools, etc.), as well as the approval of the Ethics Committee, where required.
4. After the details have been discussed, the student proceeds to write and submit the Research Protocol in accordance with the rules set by the Ethics and Ethics Committee of the P.A.D.A., which are posted on the University's website (this restriction does not apply to systematic literature reviews). The participation of the student in the formulation of the Research Protocol is crucial, while the role of the supervisor in this phase is supportive, advisory and guiding (see next section).
5. The Research Protocol (RP) is corrected by the Supervising Professor and submitted to the Protocol Office of the T.P.D.Y., the S.D.Y. along with the relevant form that the student will receive from the Education Office entitled " MSc Thesis Topic Statement ". This form is signed by the student and the members of the three-member committee and in triplicate, as follows: a) one (1) copy is delivered to the Protocol Office of the T.P.D.Y., which will then be registered in the file student, b) one (1) is delivered to Supervisors Professor and c) one (1) holds the

University student. NECESSARY, on the form submitted to the Protocol Office of the T.P.D.Y., of the S.D.Y. the M.D.E. Research Protocol is attached.

1. The progress of the work develops in subsequent meetings between the student and the Supervising Professor. In certain scientific fields and special subjects, the Supervisor her work it can to ask some additionally data the further analysis of the subject, in order to scientifically complete the nascent study.
2. The student is responsible for meeting the timetable set for the completion of the assignment as set out in the Study Guide.
3. Collaborative M.D.E. is not provided, except in cases of conducting primary research, as long as the topic and content allow it and as long as the role of each participating student in the various phases of the research is clear (e.g. different sample, different study parameters in the same sample). The relevant decision is taken in final consultation with the interested students and the Supervising Professor. In any case it will be delivered from each student individual M.D.E., with full development of all its individual parts.

## RESEARCH protocol of M.D.E.

The Research Protocol (RP) is an important working text, which in the coming months will evolve into an M.D.E. It constitutes a "contract" between the student and him Professor with him which I will be prepared the M.D.E. and he answers in questions related to the study, namely:

Introduction

* Which one is the theme Public Health which is studied?
* Which questions poses to answer the study; Purpose and objectives
* Who are the goals to achievement? Methodology
* Which methodology I will follow?
* How I will be analyzed the data and how I will present themselves the Results; Expected results
* Which is expected to is the importance of findings for the Public Health; The research protocol should not exceed **1,000 – 1,500** words.

##### indicative STRUCTURE OF RESEARCH PROTOCOL

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Systematic literature review** | **Primary research** | **Laboratory research** |
| **INTRODUCTION** | You present the theme and you are doing short report in indicative bibliography where documents the importance and her necessity to investigate the issue/problem. | | |
| **AIM AND GOALS** | State the purpose and objectives (research hypotheses) of the study (what you want to find). Objectives are clearly stated, in order that to is specific, measurable, acceptable, feasible and to they have determined chronological implementation horizon. | | |
| **MATERIAL AND** | Search sources | Type of study, population of | Description her process collection of |
| **METHOD** | bibliography, criteria | study, sampling method, | sample material of work (origin |
|  | search, strategy | timetable. Its description | samples, Criteria integration & rejection |
|  | search, Keywords, | methodology, of tools collection | of samples, duration of collection |
|  | temporal period study, | data, of manner collection of | samples). Description of materials and |
|  | etc. (points 5-16 her list | elements, of manner analysis of | of laboratory methods that will |
|  | PRISMA) | data and presentation of | used for the conduct of |
|  |  | results, intervention (if | experiments her work. Description her |
|  |  | exists), piloting test. Ethics | of statistical analysis and of |
|  |  | and ethical dimensions in relationship | specific one’s statistics tools where |
|  |  | with their participants in research. | they will be used. |

**INDICATIVE STRUCTURE OF RESEARCH PROTOCOL (Continuity)**

|  |  |
| --- | --- |
| **EXPECTED RESULTS** | Which Results expect that I will arise? Which the importance for the Public Health; |
| **BIBLIOGRAPHY** | Confined number reports (key references). Compliance of recommended systemic citation of references (e.g. Harvard, Vancouver). |
| **ANNEX** | They are listed questionnaires, form consent, glossary with conditions (if exists), etc. |

## DESIGN OF M.D.E.

**The design of the M.D.E.** each student is held under the responsibility of the Supervisor. During the preparation of a research M.D.E., the student is required to deal with the collection and/or analysis of primary or secondary data.

For the realization of research M.D.E. it is required that approval has been obtained from the **Foundation's Ethics and Ethics Committee** (EHDE) and/or **from other involved bodies.**

THE withdrawal of **subjects of laboratories** M.D.E. in specialization Infectious Diseases

- Laboratory Public Health is carried out after consultation with the Heads of the eight Units of the Infectious Diseases Surveillance Laboratory - E.E.L.NO. and information of Director of E.E.L.N.O, in order that is achieved the optimal supervision of students. During the preparation of the budget of each P.M.S, a provision is made in the category of consumables for laboratory consumables - reagents with an equal distribution of these in the four laboratory courses of the Infectious Disease Surveillance Laboratory - E.E.L.N.O., of the T.P.D.Y. of S.D.Y.

## STRUCTURE OF M.D.E.

THE M.D.E. must have the below structure:

##### COVER PAGE

The T.P.D.Y. logo is mentioned on the cover, her S.D.Y., of PA.D.A., the P.M.S. and the specialization attended by the student as well as the academic year of study. The following are: "Master's Thesis", the title of the M.D.E., the name of the student, the registration number, the first name and the grade of the supervisor, the city (Athena), as and the year completion/deposit her M.D.E. (see model in the Appendix).

##### FIRST COVER

The first cover is identical to the cover of M.D.E. in English (see model in the Appendix).

##### SECOND COVER

On the second cover, the logo of the T.P.D.Y., the S.D.Y., the P.D.A., the P.M.S. and the specialization attended by the student as well as the academic year of study. They are followed by the title of the M.D.E. and the members of the examination committee including the Supervisor. The names and rank/title of the members of the examination board are listed in a table and their digital signature is added (see model in the Appendix).

##### STATEMENT AUTHOR GRADUATE OF ASSIGNMENT

At this point, the author states *if he wishes to have access to the full text of his work prohibited for a certain period of time after his request to the Library and the approval of the supervising professor* (see model in the Appendix).

##### PAGE COPYRIGHTS

In the center and below part her next one page it says: Copyright © <name>, <year of completion>

With reservation everything right. All rights reserved.

This thesis was prepared within the framework of the requirements of the Master's Program in Public Health of the Department of Public Health Policy of the School of Public Health of the University of West Attica. The approval her not indicates necessarily and her acceptance of opinions of author on behalf of the Public Health Policy Department (see template in Appendix).

##### PAGE NON-PLAGIARISM

In the center and below parts of next one page it says:

I certify that this Diplomatic Thesis is the result of my personal work and it is not a copy product. In published or unpublished sources that I mention I have use quotation marks where required and I have listed their sources in the relevant bibliography section.

Signature: ................................................ (exemplar in the Appendix)

##### Abstract in Greek and English Language

Page of abstract until 300 of words (a page). Recommended the summary to follows the structure of the main text of the work eg: Introduction, aim and objectives, methodology, results, conclusions.

At the bottom of the same page you mentioned 3-5 keywords that characterize your study (see appendix).

On the next page there will be the translation of the Greek abstract and keywords into English language.

##### CONTENTS

Contents page where the page number of each chapter or section is written, with a tab on the right and a dotted line (see Indicative Example at the end of the Guide).

##### LIST OF TABLES

Page, where are listed with the continuous per their chapter numbering the Paintings (and the titles their), as and the number her page where is located each Panel. e.g. the tables of Chapter 2 are numbered: Table 2.1, Table 2.2, etc. The tables of Chapter 3 are numbered: Table 3.1, Table 3.2, Table 3.3, etc.

##### LIST OF GRAPHS

Page, where are listed with the continuous per capital numbering the graphs

(and their titles), as well as the page number where each Graph is located. It is noted that with him term "chart" except from the histograms, pies etc., figures are also understood (e.g. flow charts, etc.).

##### LIST OF IMAGES/PHOTOS

Page, where the images, if any, are listed with their continuous chapter numbering (and the titles their), as and the number her page, in who is located each image.

##### ABBREVIATIONS

Page, which lists all the abbreviations used in the text, i.e. abbreviations of titles, units of measurement, tools (e.g. quality of life questionnaires), etc.

## FORM AND SIZE OF THE M.D.E.

The form refers at configuration of text and gives the appearance which must have the M.D.E.

##### SIZE AND MARGINS PAGE, FONT, PARAGRAPHS

The M.D.E. delivered typed on A4 size pages (210 x 297 mm), written in white paper good one quality (75 - 80g/m 2 ). The margins her page it must be:

Left: 3.00 cm Right: 2.50 cm Top: 2.50 cm Bottom: 2.50 cm

THE font of body of text must to is easy to read and to highlighted as specified in the table below:

|  |  |
| --- | --- |
| 1. CHAPTER TITLE | (16, Bold) |
| 1.1. SECTION | (14, Bold) |
| 1.1.1. SUBSECTION | (12, Bold) |
| Body text | (12, simple) |
| Tables, graphs, Pictures (11 the 10, simple) (see example below) | |

* + - Each **Chapter begins in new page.**
    - **The paragraphs** are written without recess first line (block paragraphs) with fully aligned (both right and left), at 1.5 line spacing.
    - **The tables** are written in 1 line spacing.

##### NUMBERING

* + - **Numbering of chapters**

The chapters are numbered with continuous numbering. Example: A. GENERAL PART

CHAPTER 1

CHAPTER 2

CHAPTER 3

etc.

B. RESEARCH PART

CHAPTER 4: AIM AND GOALS

CHAPTER 5: METHODOLOGY the MATERIAL AND METHOD (For her Laboratory Research) CHAPTER 6: RESULTS

CHAPTER 7: DISCUSSION

CHAPTER 8: CONCLUSIONS - SUGGESTIONS

* **Numbering sections**

The units and the subsections are numbered as following:

|  |  |  |
| --- | --- | --- |
| **Chapter Number** | **SECTION** | **SUB-SECTION** |
| 1 | 1.1 | 1.1.1, 1.1.2, 1.1.3, ... |
|  | 1.2 | 1.2.1, 1.2.2, 1.2.3, ... |
|  | 1.3 | 1.3.1, 1.3.2, 1.3.3, ... |
|  | etc. | etc. |
| 2 | 2.1 | 2.1.1, 2.1.2, 2.1.3, ... |
|  | 2.2 | 2.2.1, 2.2.2, 2.2.3, ... |
|  | 2.3 | 2.3.1, 2.3.1, 2.3.3, ... |

* **Numbering tables, charts, images:**

The tables, the graphs and the pictures are numbered with continuous numbering per CHAPTER

##### EXAMPLE:

Chapter 2: Table 2.1, Table 2.2

Graph 2.1, Graph 2.2,

Image 2.1, Image 2.2, etc.

Chapter 3: Table 3.1, Chapter 3.2,

Graph 3.1 Graph 3.2,

Image 3.1, Image 3.2, etc.

* **Numbering Pages:**

The pages from the **Abstract** to the **Abbreviations** are numbered **consecutively with Latin numbering.**

The pages from the **Prologue** to **the end** of the M.D.E. (including the Appendices) are numbered with **continuous Arabic numerals.** The page number is placed at the bottom right.

##### SIZE OF M.D.E.

There is no particular limitation for the size of the M.D.E., as the number of pages depends on the requirements and specifics of the subject. A M.D.E. 50‐150 number of pages is acceptable. It is evaluated more the scientific completeness and the documentation of the assignment, despite the size itself.

## Language

The text of the M.D.E. it must be written in simple vernacular Greek and proofread for her spelling of. The M.D.E. it can be written and be submitted in Greek or English language, in consultation with the supervisor who will have undertaken the thesis.

Use the third person and, where your evidence is well documented, use the active voice, i.e. prefer 'effective control

improves quality' from 'quality is improved by effective control'. Conversely, when your evidence or methodology has some limitations, you may prefer the passive voice.

Do not do generalizations of your conclusions. If the methodology of yours not allow (e.g. non representative sample), avoid absolute expressions such as "clearly",

"undoubtedly", "undoubtedly", etc. Prefer precise scientific wording, e.g. "the data show that for the population of study apply that ...", the "it looks that the social class in the frame of study is correlated in statistics important degree with the use of health services for the study population'.

## BOOKBINDING

Proper binding enables the Tripartite Board of Examiners to easily follow the flow of the text without the risk of missing pages. Before binding confirm pagination, chapter sequence and page numbering. Prefer binding in spiral for the three copies that you submit to the Three-Member Examining Committee.

Bookbinding with tough cover page required for the final copy where it will be deposited in the Library of T.P.D.Y. Hardcover the final copy of the M.D.E. (after any final corrections and changes that may be requested by the members of the Three-Member Examining Committee). The hardcover binding guarantees the preservation of the M.D.E. in good condition, so that the future students of T.P.D.Y. of S.D.Y. and other scientists can use it.

### DEADLINES AND PROCEDURES SUBMISSION AND EVALUATION TIS M.D.E.

##### PROCEDURE DECLARATION SUBJECT M.D.E.

THE Coordination Commission, later from Application of candidate, in who is written the proposed title of the M.D.E. and the proposed Supervisor, to which a protocol of the proposed thesis is attached, decides the appointment of the Supervisor and the formation of the Three-member Examination Committee. The student's application must have the approval of the proposed Supervisor. Student applications are deposited at Secretariat of P.M.S. from its inception of C´ semester and at the latest until the start of the 4th semester of their studies. The list of titles of M.D.E. and of corresponding Three-member Examinations Committees are posted on the P.M.S. Moodle page of the DIPLOMATES course.

###### Supervisor of M.D.E. - Three-member Examining Commission

**Supervisor** of M.D.E. is a professor of the relevant P.M.S., member of D.E.P. or retired member D.E.P. the member E.D.I.P. holder D.D., of T.P.D.Y. of PA.D.A. The Supervisor is member of the Three-member Examining Committee.

For its definition of the **Three members Examiner committee,** the Coordination Commission (IN.), in its decision, it takes into account the relative proposal of the Supervisor for the other two (2) members of Three members Examiner committee, one from of whose is possible to be member of D.E.P. of another Department or another A.E.I. or Ph.D. Researcher of Research Institutions or Ph.D. member of a Public Organization. In any case, care must be taken so that at least two (2) members of the Committee are members of D.E.P. of the relevant Department. The members of the Three-member Examining Committee must have the same or related scientific specialty as the subject of the M.D.E. It is recommended that an effort be made so that the Three-Member Examining Committees have a multidisciplinary and interdisciplinary composition.

In exceptional cases of objective inability to exercise supervisory duties, long chronological space the existence elsewhere great reason the afterwards application of the student in the aforementioned cases, the S.E. may proceed, following justification of its decision, to replace the Supervisor or Member of the Three-member Examining Committee.

The Three members Commission of Inquiry is to certify her completion of the Educational Credit Units (ECTS) within the requirements of the Master's Program for the award of the Master's Degree of Specialization, grading the M.D.E. according to its quality characteristics (including its support) as Good, Very Good, Excellent.

##### COMPLETION YEAR OF M.D.E.

The duration of preparation of the M.D.E. cannot be shorter than one semester. It is supported after the end of the 4th semester, as long as the student has successfully passed all the courses of the corresponding Specialization of the P.M.S. and has settled the total of finances of obligations to the P.M.S. In in case the conditions for the timely presentation of the work are not met, the **extension procedure is followed.**

THE elaboration her M.D.E. begins after the end of C' semester. The maximum chronological period that can last for its preparation, is two semesters in addition to the normal study.

###### Extension of studies

In special cases, the Assembly of the T.P.D.Y. may approve an extension of study at P.M.S. duration up to two (2) semesters. Furthermore, academics semesters, for her elaboration of M.D.E., sub of condition that the postgraduate University student he's got submit sign up application to Meeting of Department (the less two months before the end of D semester), in which the reasons for requesting the extension will be stated.

**CAUTION,** in cases where the University student is delayed unreasonably to complete the M.D.E. within the extension that will be given to him, he can be deleted from the P.M.S. (see Study Guide).

When the Supervisor Professor judge that the M.D.E. got completed, gives his consent, so that the student can submit it for judgment and evaluation. The evaluation procedures are described below.

##### SUBMISSION M.D.E. TO EVALUATION

Three copies tied up with soft cover page (against preference in spiral) are deposited to the Supervising Professor of M.D.E.

The Three-member Examination Committee grades the M.D.E. according to its quality characteristics (including its support) as Good, Very Good, Excellent. The Grading of M.D.E. is included to final degree of Master's Degree, weighted at 30 educational credits (ECTS).

THE M.D.E., after be supported from the student and evaluated from the Three members Examining Committee, it is submitted to the Protocol Office, it is officially forwarded together with the supporting record graded and signed by the members of the Three-member Examining Committee to the Education Office and kept in the Library of the T.P.D.Y. in printed and electronic form. In addition, the M.D.E. in its final form signed by the members of Three members Examiner Commission is submitted to be posted in the POLYNOI Institutional Repository.

##### PROCEDURE AND CRITERIA OF EVALUATION M.D.E.

###### Public presentation and examination her M.D.E.

After the writing of the M.D.E. and anti-plagiarism check through **Turnitin software** and with the approval of the Supervising Professor, the candidate delivers copies her M.D.E. at members her Three members Examiner

Committee and submits to the Secretariat of the P.M.S. **application for support** of the M.D.E. were accompanied from summary her M.D.E. and sort resume note. THE **public support** of the M.D.E. is set by the Supervising Professor within the dates indicated in the Calendar of Academic Activities and notified to S.E. and at the Secretariat of the P.M.S. The Secretariat publicizes the fact by circulation electronics announcement in academic community. In support of the thesis are required to be present on day and at the time of the support, all three (3) members of the examination committee are mandatory. In the event that External Members (members of other Departments of the same or another AEI) participate in it, the possibility of teleconferencing is given for the convenience of the External Members (relevant or under no. φ122.1/42/23076/β2/24-2-2011, K.Y.A. (Government Gazette 433/17-3-2011, no. B'). The Three-member Examining Committee legally meets for the examination of the M.D.E., only when all three of its members are present (subsection 5 par. 1 article 14 of Law 2690/1999). The final evaluation and judgment of the M.D.E. is done by the Three-Member Examining Committee.

The **degree** of M.D.E. is obtained as the average of the examiners' marks. For its approval, the consent of at least two (2) members of the Three-member Examination Board is required Commission. The minimum accepted degree successful ones examination M.D.E. is the grade five (5) (on a scale of 0-10). The members of the Three-member Examining Committee draw up the relevant M.D.E. support record, sign it and deliver it to the P.M.S. Secretariat in the following time. In any case, the student will not have the right to support the M.D.E., if he/she has not been successfully examined in all the courses of the P.M.S. In case of rejection of the M.D.E., it is determined by the S.E. new support date, at least three (3) months and up to six (6) months after the first crisis. In case of a second failure, the student will be removed from the P.M.S. after a decision of the S.T., following a relevant recommendation of the S.E. of P.M.S.

The evaluation of the M.D.E. is done based on the decimal scale (to two decimal places) according to the following rating scale:

"Good" 5.00- 6.49

"Very Good" 6.50-8.49​

“Excellent " 8.50-10.00

Basic criterion for the evaluation of the M.D.E. with the grade "Excellent" is the case when the postgraduate student has submitted an announcement at a pan-Hellenic or international conference with judges the scientific Publication in Greek the international magazine, with based on M.D.E. of

the University student communicates with the members of the Three members Examiner committee, the latest two weeks before the support to deliver the three (3) copies of the M.D.E.

THE **conferences her support** includes the following:

a) Brief presentation by the student of the methodology, the results of the study, the main points of the discussion and the conclusions (maximum 15 minutes using PowerPoint software) (10-15 slides).

b) Questions to the student from the members of the Committee

c) Critical comments from committee members

d) Discussion with base them observations and the comments

e) Grading

The Criteria grading of M.D.E. are the following:

###### a) Good (Grading 5.00‐6.49)

* Clues criticism thinking at themed units
* Clarity in writing, with good layout and references to research objectives and relevant literature
* gaps, inaccuracies the sloppiness in presentation
* Limited perception public health
* Excessive dependence from one narrow range of sources
* Trend repetition ideas others authors without review.

###### b) Very Good (Rating 6.50‐8.49)

* Strong indications criticism thinking at themed units
* Clarity in writing, with good layout and references to research objectives and relevant literature
* Good presentation in terms of references, bibliography, chapter headings, etc.
* It can to there are some small one’s blanks, inaccuracies or carelessness
* Good understanding of public health, evidence of understanding of the topics and theories presented in the first and second semesters of the P.M.S.

###### c) Excellent (Grading 8.50-10.00)

* Such as in **Very Good** – but with minimum spaces the inaccuracies
* Good structured work, arranged basic ideas and documentation
* Clear understanding of public health, critique of ideas presented in the first and second semesters
* Original and creative work
* Serious indications independent and documented research and analysis
* Submission of an announcement to a Panhellenic or international Conference with judges or an article to be published in a Greek or international scientific journal, based on the M.D.E. of, with a strong possibility of publication of an article in a scientific journal.

It is noted that the final mark also takes into account the student's performance during support, based on the quality of the presentation (e.g. meeting the 15-minute time, structure, clarity) and his answers to the questions during the discussion.

The Three-member Commission submits at Secretariat the **Practical Evaluation** her M.D.E. along with one hard copy and one electronic file (CD) of the assignment. In the event that the members of the Three-member Examination Committee request corrections, the student within one week of the successful support of the M.D.E. must resubmit the final copy, where the final corrections have been incorporated (observations, suggestions, comments, proposals, etc. of the Three-Member Examining Committee). The final copy, which has the required hardcover binding, is also accompanied by a CD containing the corresponding electronic file of the M.D.E.

The student must submit to the **library** one (1) copy of the approved M.D.E. in print and electronic form. For the filing of the M.D.E. in the Library, the written consent of the Supervisor is required.

The text of the M.D.E. is posted in the Institutional Repository "Polynoi" of PA.DA.A. ( https://polynoe.lib.uniwa.gr/ ) and is therefore available to the general public. Deposit instructions at the Institutional Depository "Polynoi" of PA.DA.:

[https://tiemps.uniwa.gr/spoydes/diplomatiki-ergasia/polynoi-odigies-katathesis-ergasias-](https://tiemps.uniwa.gr/spoydes/diplomatiki-ergasia/polynoi-odigies-katathesis-ergasias-sto-idrymatiko-apothetirio/) [sto-idrymatiko-apothetirio/](https://tiemps.uniwa.gr/spoydes/diplomatiki-ergasia/polynoi-odigies-katathesis-ergasias-sto-idrymatiko-apothetirio/)

Next, the Secretariat submits request in its Assembly T.P.D.Y. to **the student is declared a Graduate**. After the ratification of the M.D.E. from the Assembly of the T.P.D.Y., the student can, with his application, request a CERTIFICATION that he has been declared a Graduate. THE ceremony award of Official Master's Degree announced by the Secretariat at a later time.

The P.M.S. has as its principle the encouragement of research endeavors at postgraduate level, which lead to either presentations at recognized national or international conferences, either in publications in authoritatively Greek or international scientific periodically and which significantly contribute to highlighting the research character of PA.D.A. To this end, it may establish awards of excellence. For the above, a positive recommendation from the S.E. is a necessary condition.

### INSTRUCTIONS OF WRITING M.D.E.

###### Writing the M.D.E.

After the end her collection and processing of data, follows the writing of M.D.E. in Greek or English language, after a relevant request of the postgraduate student with agreed opinion of Supervisor and approval from the IN. of P.M.S. The way of writing M.D.E. has specific specifications, which are described in the present M.D.E. Writing Guide, which is posted on the website ~~of~~ the P.M.S. Public Health of the T.P.D.Y.

The M.D.E. must present in a concrete and clear manner the research problem, the nature and importance of the study, the review of the existing literature, the methodology examination of problem, the investigative findings, commenting on the findings and finally recommendations for further investigation of the matter.

##### TITLE

The title of M.D.E. declares the relationship between the theme and the variables which will be explored.

It must be:

* Summary (usually 10-12 words)
* Comprehensive
* Representative of subject matter object
* Attractive, in order that to cause the interesting of reader
* Clear

EXAMPLE:

* The association of childhood obesity with sedentary lifestyle, in area X, time period ψ.

##### STRUCTURE OF TEXT OF M.D.E.

The M.D.E. consists of two parts, the General and the Special Part: The General part is structured in individual chapter with content where is moving from the general in the research part and is intended to prepare the reader for the specific part covered by the research conducted by the student.

##### ABSTRACT STRUCTURE

Abstract (Greek) + Keywords

Abstract (at English) + Keywords (at English) Contents

Prologue

Introduction

**A. GENERAL PART**

Chapter 1

Chapter 2

Chapter 3, etc.

MORE analytic DESCRIPTION OF UNITS

###### ABSTRACT

The abstract briefly, clearly and precisely describes the content of the research and maintains thematic autonomy, that it can also be an independent text. It has the same structure as the research part of the paper. It should not exceed 300 words. At the bottom of the page, 3-5 keywords are listed.

It is usually formed after the writing of the paper is completed. The following page lists the translation of the abstract and keywords into English.

##### PROLOGUE

* + It refers to the process of preparing the M.D.E. (what was the initial stimulus, the staff interesting of student, The basic reflection of, the reasons for taking up the specific subject, etc.).
  + They are attributed thanks in those who they had important contribution in preparation of the study (institutions, individuals, to the Supervisor, research participants, etc.).
  + Usually occupies one page.

##### INTRODUCTION

The introduction aims to prepare the reader for the following chapters and the research that has been conducted. The reader must be convinced that the work is original, necessary and carried out in a scientific manner.

In import is done:

* + Rough description of subject where it is conducted
  + Report of scientific field in the which joins the work
  + THE reason for him which is important the theme for the public health
  + THE connection of with similar previous one’s investigations (in brevity).
  + Summary description of funds the sections which follows
  + Usual 2-3 pages

##### A. GENERAL PART

The general part is structured in chapters. Usually the chapters include:

Historical retrospective of subject sub investigation as her present existing situation, recording of research findings and critical analysis of them, special reference to our country. The most up-to-date and recent scientific publications are sought. Finding an insufficient number of references requires an immediate meeting and notification of the Supervising Professor.

example POSSIBLE STRUCTURE OF CAPITAL GENERAL PARTS M.D.E with title "THE

correlation her childhood obesity with her sitting room Zoe in area X".

CHAPTER 1: Childhood obesity-Definitions and epidemiology

Probable subsections:

* 1. Definition of childhood obesity
  2. BMI‐ Curves calculation weight in children
  3. Epidemiology of childhood obesity: Internationally, in Europe, in Greece. CHAPTER 2: Correlation of childhood obesity with sedentary lifestyle
  4. Sedentary year of children (TV, mobile, computer, tablet, etc)
  5. Incomplete physical activity
  6. Psychological factors living room manner of life
  7. Correlation childhood obesity and living room of time

CHAPTER 3: Interventions public health for her childish obesity via of increasing physical activity

* 1. In international level
  2. In Europe
  3. In Greece

##### B. RESEARCH PART

The research part where includes the research which is structured in chapters with numbering continuing from the general part as follows:

* + - Aim and goals
    - Methodology
    - Results
    - Discussion
    - Conclusions-suggestions

##### MORE DETAILED THE SECTIONS OF RESEARCH PART

1. **AIM AND GOALS (RESEARCH CASES) OF STUDY**

State the purpose of the study and the objectives (research hypotheses) to be investigated. Clear research hypotheses guide you in the analysis and presentation of your results, as and in final export conclusions.

If an interesting finding emerges in the course of the thesis, you can further enrich the research hypotheses you have stated as objectives.

example

OBJECTIVE:To assess the relationship between childhood obesity and a sedentary lifestyle, in area X.

OBJECTIVES: The goals (research cases) of study:

* + The assessment of prevalence of obesity at children.
  + The relationship of obesity with the use electronic computer.
  + The relationship of obesity with the use cell phone.
  + The relationship of obesity with monitoring television.
  + The relationship of obesity with incomplete physical activity.

##### METHODOLOGY

Give them details how exactly carried out the research **In order that** someone other researcher can repeat of your research.

Methodology of Systematic Review

As to the elaboration of systematic review its references, recommended strongly in study and the adoption of guidelines instructions PRISMA (Preferred Reporting Items for Systematic reviews and Meta-Analyses, Liberati et al. J Clin Epidemiol. 2009;62(10):e1-

34). The PRISMA guidelines are codified into a 27-point checklist, the who concern in the total her elaboration one systematic review, thoroughly covering the title, abstract, introduction, method, results, discussion and other parts of the study.

As to the method, are presented the below:

-Statement if the protocol of the systematic review was also posted on any international basis, such as e.g. the PROSPERO base (PRISMA list, point 5)

-The eligibility criteria of the studies, structured based on the acronym PICOS (Participants - participants, Interventions - interventions, Comparators - comparisons,

Outcomes - outcomes and Study design - design of studies), as also the years and the publication language as probably in addition to Criteria eligibility, with presentation of the corresponding reasoning (PRISMA list, point 6)

-The sources of information (literature databases with coverage dates, contacting authors to locate additional studies) during the search. Reference to the end date of the search (PRISMA list, point 7).

-The complete electronic search strategy (algorithm) for at least one literature database, including any restrictions used, to ensure reproducibility of the approach (PRISMA list, point 8).

-Description of process of choice of studies (i.e. screening, eligibility, work of one or more independent researchers, etc.), for the studies to be included in the systematic review (PRISMA list, point 9).

-Description of the method of data extraction from the articles/sources (eg, pilot forms, independent, in duplicate) and any procedures for obtaining and confirming data by researchers (PRISMA list, item 10).

-Thorough listing of all variables for which data are to be extracted in the systematic review and its Tables (e.g. PICOS, study size, design, disease definition, use of techniques, main outcomes, etc.) and any assumptions (list PRISMA, point 11).

-Special value of the description of methods which are used for the assessment of bias within individual studies (including clarification of whether the assessment is at the study or outcome level) and how this information is likely to be used in any data synthesis (PRISMA list, point 12).

-Statement of the main aggregate measures included (e.g. relative risk, mean price difference) (PRISMA list, point 13).

-In case the systematic review also includes a quantitative synthesis (meta-analysis), the methods of statistical synthesis of the results of the studies are additionally described, as well as the process of evaluating the heterogeneity between the studies (e.g. index I 2 ). Methods of assessing publication bias are also described, and methods of additional analyzes (eg sensitivity or subgroup analyses, meta-regression) are also described, indicating which were pre-specified (PRISMA list, points 14-16).

Material and Method Primitives Research

Describe the sampling method in detail. Mention the tools you used in the research (e.g. questionnaires, interview, data file etc.), their origin and any measures of validity and reliability of the tools. Describe analytically them conditions conducting her research field (e.g. how were given the questionnaires, where the interviews took place, etc.). Please refer to the coding and statistical analysis you used. Very useful at this point are the STROBE guidelines (Strengthening the Reporting of Observational studies in Epidemiology [,](http://www.strobe-statement.org/) https://www.strobe-statement.org ). The above can be included in the following subsections:

1. **Type of study** (e.g. quantitative, qualitative, cross-sectional, intervention, etc.). Useful guidelines for writing qualitative studies are provided in the COREQ guidelines (Consolidated criteria for Reporting Qualitative Research, Tong et al. Int J Qual Health Care 2007;19(6):349-57), which provide a checklist 32 points.
2. **Participants (sample):** Criteria for participation in the study: e.g., to be over 18 years of age, to they speak sufficiently the Greek language, yes not taking medication, etc. How many people from the sample refused to participate, how many people dropped out during the survey, how many people did not respond or did not complete the questionnaire.
3. **Sampling:** Number of participants and how was the required sample size calculated (power calculation)? With whom exactly? way was selected the individuals where they participated in the sample; Which it was the selection criteria of the sampling method? For intervention studies: In addition, how participants were allocated to the (intervention and control) groups.
4. **Description of intervention (if it has been)**
5. **Tool/s collection data**
6. **Planning of study-Conditions conducting the research**
7. **Ethics and ethical dimensions of research**
8. **Statistics analysis**

Material and Method Laboratory Research

Describe the process of collecting the material-samples of the research (origin of samples, criteria for inclusion & rejection of samples, duration of sample collection). Also, describe the materials and laboratory methods you used for the conduct of experiments her research. Describe the

statistical analysis, the choice of the specific statistical tools for the interpretation of the scientific findings of the study.

##### Results

In this section present the results, **but without commenting on them.** The results are listed in a logical order that is usually determined by the order in which the study's research hypotheses are formulated.

As to them ***systematic reviews,***mirroring the respectively aforementioned points of the Method, the following are presented:

-number of studies assessed for eligibility and ultimately included in review, with reasons exclusion in each stage, ideally with flow chart (flow chart, PRISMA list, point 17).

- the characteristics for which data were extracted (e.g. study size, PICOS, follow-up period) for each study, with the corresponding bibliography, using thorough Tables (PRISMA list, point 18).

- presentation of the assessment of systematic errors within the individual studies (PRISMA list, item 19).

-In case the systematic review also includes a quantitative synthesis (meta-analysis), the corresponding forest diagrams are provided, with the heterogeneity indices between the studies, the results of the error assessment test publication, as also the Results additional analyses (e.g. sensitivity or subgroup analyses, meta-regression) (PRISMA list, items 20-23).

For ***primary research,*** to make the presentation of the results section clearer, following the STROBE guidelines, you can include the following subsections:

1. Participant characteristics (e.g. gender, age, other demographic and socioeconomic data or health data, etc.).
2. The examined topic (childhood obesity, children's sedentary life) in the research group (tables, diagrams, etc.). Statement of key findings with 95% Confidence Intervals.
3. Correlations independent and dependent variables (obesity + mobile phone use, obesity+use computer, obesity+monitoring television, obesity + physical activity).

Such a for them ***systematic reviews*** as much as and for them ***primary research,*** except from the text you can use tables, charts/figures and pictures, so that you can give your results demonstrably. The table/graph/figure is used when serves the scientific presentation of your results. Each table/graph/figure is explained in the text. This is especially true for images. Use images only when necessary to show something. Do not use images simply for aesthetic reasons: do not turn a scientific text into a journalistic one. Both the text and the tables/graphs/images must be understandable by the reader and maintain their thematic autonomy.

Each table/graph/figure must "stand alone". That is, the title should be self-explanatory and the structure and content understandable. So, if any reader doesn't want to read the text, to it can from him table/graph/figure and only, to understand the finding he wants to show. Also, under the tables/graphs you should to exists illustration of all of symbols and acronyms where references of any bibliographic source are also used.

##### Tables

THE form of tables he's got as following:

**Panel 3.1.** Allocation users’ services social care against sex and number of children (2004)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Number of children** | **Men**  ***n*** | ***%*** | **Gender Women**  ***n*** | ***%*** | **Total**  ***n*** | **%** |
| **0** | 66 | 64.1 | 62 | 39.0 | 128 | 48.9 |
| **1** | 12 | 11.7 | 33 | 20.8 | 45 | 17.2 |
| **2** | 20 | 19.4 | 44 | 27.7 | 64 | 24.4 |
| **3** | 2 | 1.9 | 12 | 7.5 | 14 | 5.3 |
| **4+** | 3 | 2.9 | 8 | 5.0 | 11 | 4.2 |
| **Total** | 103 | 100.0 | 159 | 100.0 | 262 | 100.0 |

*x 2 = 17,16, BE= 4, n=262, p<0.005*

Source: Georgiou, 2005

**Table 3.2.** Changes in factor prices risk (HbA1c, BMI) in the participants before and after the intervention, separately in each group.

###### Before her intervention After her intervention Change

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **HbA1c (%)** | **Average** | **Median** | **Average** | **Median** | **Average** | **P\*\*** | **P‡** |
| **(mmol/mol)** | **value±SD** | **(IQR)** | **value ± SD** | **(IQR)** | **price ±SD** |  |  |

Control group

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 8,2±1,6 | 7,8 (7,2 – 8,7) | 7,7±1,2 | 7,4 (7,0 – 7,9) | ‐0,5±1,7 | **0**,**003** | 0,352 |
| 6,9±1,3 | 6,5 (6,1 – 7,1) | 6,3±0,6 | 6,3 (6,0 – 6,6) | ‐0,6±1,1 | **<0**,**001** |  |

Group

intervention

37.7)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **P\* <0**,**001 <0**,**001** |  | | | |
| **BMI** |  |  |  |  |
| 32,7 (28,5 –  Control group 33,3±6,4 33,4 ±5,7 | 32,8 (28,7‐36,8) | 0,1±1,5 | 0,355 | **0**,**023** |
| Group 31,6 (28,6 –  32,4±5,5 31,7±5,5 | 31,1 (27,8–34,6) | ‐0,7±1,8 | **0**,**007** |  |
| **P\*** 0,405 0,140 |  |  |  |  |

intervention 35.1)

IQR (interquartile range): interquartile range scope, SD (standard deviation): standard deviation

\* Difference between of groups

\*\* Difference between of measurements

‡ Repetitive measurements ANOVA. Various at change from a measurement in another between groups.

##### GRAPHS

The form of charts he's got as following:

**Graph 3.1** Percentage wise allocation respondents against sex and consumption of alcoholic beverages

80

**62,0**

**73,7**

**18,1**

**19,8**

**17,6**

**8,7**

70

60

50

40

% 30

20

10

0

###### <3drinks 3 drinks >3 drinks <3 drinks 3 drinks >3 drinks d d d d d d d

 **MEN ** **WOMEN**

##### IMAGES/ PICTURES

The form of images is got as following:

**Image 3.1** Administrative regions her Greece were carried out the study (2012)



##### DISCUSSION

The purpose of the discussion is to interpret and evaluate the results (findings), especially in relation with the initials research cases. In this chapter you critically comment on the results of the research, and analyze them in relation to previous research that has been published in the Greek and international literature. You discuss the methodological weaknesses (limitations) of your research and formulate proposals for exploiting your results.

For greater clarity and completeness of the Discussion, structure the section in the following subsections:

1. Main results (summary presentation of results and whether or not the original research hypotheses (objectives) were verified.
2. Interpretation and evaluation of the findings and comparison with the literature (Greek and international) identifying similarities and differences of your findings with those of other researchers, so that you are able to argue your findings.
3. Strongly points and methodological limitations her of study.
4. Contribution of your study results to Public Health (added value).

##### CONCLUSIONS-SUGGESTIONS

In this section: **A.** Report of results at questions where were raised for investigation at the outset, very briefly, and **B.** Suggestions for further research and improvement of your study topic.

In the point this is completed and the research part of M.D.E.

### REFERENCES OF M.D.E.

The purpose of listing the references is to enable the reader to have all the necessary information to locate the scientific publications. Therefore, absolute accuracy is required while writing it.

At the global level, various bibliographic systems have been developed from time-to-time reports, the who differ as to the way with which literature information is structured and presented.

All systems provide the same information but each has its own unique features requirements. for this and must to is used only one system against writing your paper.

In the academic community and at the European level, the most widespread forms of literature reports is: the **Harvard system,** the **Vancouver the Numeric system** and the **APA system.** Depending with the kind her work and in consultation with Supervised by a Professor, the student will be able to choose which system to use.

* **SYSTEM Harvard:** Known as the method of “Everybody Harvard" the method alphabetically bibliographic list. The references inside in the text are written in the form (Johnson et al 2011)

( https://guides.library.uq.edu.au/referencing/uqharvard/ ).

* **Vancouver or Numeric SYSTEM:** It is the numerical method of bibliography. The references inside in the text are written with Arabs numbers, with ascending way, in form exhibitor the inside in brackets the inside in brackets. At bibliographical list are listed with arithmetic series such as are mentioned inside in the text (1, 2, 3,

…) (https://guides.library.uq.edu.au/referencing/vancouver ).

* **APA SYSTEM** (American Psychological Association). It is mainly used in the social sciences. References within the text are written in the format (Eriksson et al, 2009). In the bibliography they are listed in alphabetical order

( https://guides.library.uq.edu.au/referencing/apa6/ ).

The use of reference management software such as Zotero is RECOMMENDED ( [https://www.zotero.org/support/ ,​​](https://www.zotero.org/support/) [https://www.youtube.com/watch?v=BQL\_7C-​](https://www.youtube.com/watch?v=BQL_7C-YqBk)

[YqBk](https://www.youtube.com/watch?v=BQL_7C-YqBk) ), Mendeley, ProQuest her basis Health Research Premium Collection (where

can be found on the website of the T.P.D.Y.), etc., for the citation of the bibliographic reference inside in the text and her final list her bibliography, why minimizes the possibility of error.

## APPENDIX

This section lists various information and material of supplementary or auxiliary importance for the work, such as a questionnaire, extensive tables with primary data, brochures or informational material used during the study, etc. This is material that does not directly contribute to the main part of the study but should be listed for completeness.

Pay attention to the numbering and title of each annex, so that they are clear and understandable. Each appendix begins from new page and refers the number and its title.

## CONDUCT OF QUALITATIVE RESEARCH AND PRESENTATION OF THE RESULTS 1

###### The qualitative research

Qualitative research is **an activity that is placed in a specific context** (situated activity), and consists of from one total *interpretations practice,* that make the world visible. Qualitative research involves **an interpretive, naturalistic approach** to the world. This means that qualitative researchers study things **in their natural context** , attempting **to give meaning or interpret** phenomena **in terms of the meanings people give them** (Denzin & Lincoln, 2005: 4) 2 ( [Aspers](https://link.springer.com/article/10.1007/s11133-019-9413-7) [&](https://link.springer.com/article/10.1007/s11133-019-9413-7) [Corte , 2019](https://link.springer.com/article/10.1007/s11133-019-9413-7) ).

1 See also, indicatively: <https://doi.org/10.1016/j.aaen.2003.11.006>

2 Denzin, NK and Lincoln, YS (2005) Introduction: The Discipline and Practice of Qualitative Research. In: Denzin, NK and Lincoln, Y. S., Eds., Handbook of Qualitative research, 3rd Edition, Sage, Thousand Oaks, 1-32.

###### Characteristics of qualitative research

The qualitative research:

* **It is systematic & reflective** interpretation of non-numerical observations (i.e. observations that are NOT easily reduced to numbers), through a specific theoretical lens.
* **Is in depth** study persons / small groups.
* **I has got exploratory character:** The researcher he asks " **WHAT", "HOW", "WHY"** and no

"HOW MANY", the "HOW MUCH OFTEN";

* It is NOT aimed at testing pre-formulated hypotheses, **but at discovery new aspects and dimensions** of the examined phenomenon and **in depth understanding of it.**
* **Focuses on the participant** (e.g. in the discussion, during the interview).
* **It complements quantitative studies,** offering a comprehensive perspective to researchers.

###### Items of qualitative research

Some from them more often used methodological approaches in qualitative research is:

* Study case
* Ethnography
* Phenomenological research
* Ethnomethodology
* Established theory (Grounded theory)
* Biography research

###### Research design

Research design in qualitative research is usually flexible and transforms throughout its conduct. The researcher is asked to answer the following questions:

* What is the purpose of research?
* In which one’s theoretical approaches, I will lean on the research process?
* Which one is the investigative question and the sub-queries, where arise from this;
* Which one’s methods will use order to achieve the exploration of topic?
* Which population group (participants) will approach and with which way;
* Which are the issues moral and ethics where arise?

###### Ways of collection of research material

In order to collect the investigative material, the researchers her qualitative research use/exploit:

* Interviews (semi-structured, non-structured).
* Teams focus (focus groups).
* Observation.
* Audio-visual inside for her register (video, photos, etc.).
* Archival material and other evidence.

###### Analysis of research material

The analysis of research material includes, in general lines, the following steps:

* Coding/sorting of material where gathered.
* Commenting, recording the researcher 's concerns (reflexivity), writing notes regarding the material and its collection.
* Thorough study of the material, first attempt to differentiate themes, relationships, categories, connections and differences between the accumulated data.
* Localization central and peripherals subjects and subjects.
* Processing wider one’s categories, generalizations, groupings, at base of which this material can be classified.
* From new organization, processing and classification of material at base of basic categories that have emerged.
* Export conclusions, configuration conceptual shapes, theories, etc.

Some methods analysis of research hardware, where they are used in qualitative research is:

Content Analysis.

Thematic Analysis.

Interpretation Phenomenological Analysis.

Discourse Analysis.

Narrative Analysis.

###### The presentation of results of qualitative research

In general, the written presentation of results of qualitative research should include:

* the purposes of the research and the research questions that the researcher attempted to answer
* the theoretical and methodological frame her research (epistemological foundation, research methodology, individual methods and techniques)
* the investigative design, analytically
* the especially characteristics of specific field her research and the specific context of the research
* the presentation of participants
* the specific methods where used, with documentation her of choice their
* the method of collecting the research material (techniques), in detail, e.g. observation, interviews, evidence, audio-visual data, etc.
* the method of analysis of the research material (editing and categorization techniques)
* the reflection of researcher for the course of research process, the difficulties which were encountered and how he overcame them.
* the findings of the research
* the strongly points, but and their limitations her research, with particular report to the ethical issues that arose
* the discussion, comparison of results her research with others investigations
* the conclusions of research and its valuation.

## PRACTICAL ADVICE

* The work to be typed in one program processing text (e.g. Word)
* Keep more than one copy of it in electronic form (backup) in the unfortunate event of destruction or loss of the file.
* Discuss and agree from the beginning with the Supervisor if he wishes to correct the M.D.E. you gradually (each section you write) or all the text together at the end.
* Discuss with the Supervisor which bibliography system to use
* Don't just rely on the computer's automatic spell check.
* Note the syntax. The correct written speech is not a simple transfer of the spoken word to paper.
* Do not write capitals and complex sentences (e.g. a paragraph consisting of one sentence), because the risk of misunderstanding increases.
* You use the points punctuation with caution, in order that to you perform the right meaning.
* Never do not you put perfect before from her parenthesis her bibliographic reference.
* Use only bibliography where is relevant with your thesis
* Read on and understand good the Publication in who you are doing report and which you include in your bibliography
* Understand and judge them scientific publications

## REFERENCES

Higgins J, Thomas J (2021) Cochrane Handbook for Systematic Reviews of Interventions. Version 6.2. Available at https://training.cochrane.org/handbook/current

University of Bern. (2021) Strengthening the reporting of observational studies in epidemiology (STROBE) Material available [at](http://www.strobe-statement.org/) https://www.strobe-statement.org/

Liberati A, et al. (2009) The PRISMA statement for reporting systematic reviews and meta-analyses of studies that evaluate health care interventions: explanation and elaboration. J Clin Epidemiol, 62(10), e1-34.

Sarafis P., Bamidis P. (2020) Health Services. Systems and Policies. "Broken Hill Publishers LTD" publications.

Tong A, Sainsbury P, Craig J. (2007) Consolidated criteria for reporting qualitative research (COREQ): a 32-item checklist for interviews and focus groups. Int J Qual Health Care, 19(6), 349-357.

Galanis P. (2009), Systematic review and meta-analysis. Arch All Physician, 26, 826 − 841.

Galanis P. (2013). Basics of literature searching in PubMed. Nursing, 52(1), 25-34.

1. **INDICATIVE EXAMPLE**

**INDICATIVE EXAMPLE**

**GRADUATE DIPLOMATIC OF THESIS**

**UNIVERSITY WEST ATTICA SCHOOL OF PUBLIC HEALTH**

**DEPARTMENT OF POLITICIANS PUBLIC HEALTH**

**PROGRAM GRADUATE OF STUDIES IN public HEALTH SPECIALIZATION:**

**ACADEMIC YEAR: 2021-2023​**

**Postgraduate Thesis**

## TITLE MDE

**FULL NAME**

**AM:**

**Supervisor: FULL NAME**

**Athens, Month Year**

## UNIVERSITY OF WEST ATTICA SCHOOL OF PUBLIC HEALTH

**DEPARTMENT OF PUBLIC HEALTH POLICY**

**POSTGRADUATE PROGRAM IN PUBLIC HEALTH (MSc) SPECIALIZATION:**

## ACADEMIC YEAR: 2021-2023​

**Masters Thesis**

## THESIS TITLE

**Name Surname**

**Registration Number:**

**Supervisor: Name Surname, Title**

**Athens, Month Year**

**UNIVERSITY WEST ATTICA SCHOOL OF PUBLIC HEALTH**

**DEPARTMENT OF POLITICIANS PUBLIC HEALTH**

**PROGRAM GRADUATE OF STUDIES IN public HEALTH SPECIALIZATION:**

**ACADEMIC YEAR: 2021-2023​**

**TITLE MDE**

**Members Examiner Committee including the Supervisors**

THE postgraduate thesis work was examined successfully from her below Examining Committee**:**

|  |  |  |  |
| --- | --- | --- | --- |
| **A/a** | **FULL NAME** | **DEGREE/ INSTITUTION** | **DIGITAL SIGNATURE** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

#### STATEMENT AUTHOR DIPLOMATIC OF WORK

The undersigned First Name *Surname Patronname ,* with registration number……………. student of the Master's Program in Public Health Department of Public Health Policy of the University of West Attica, I declare that:

"I am the author of this master's thesis and that any help I have had in its preparation is fully acknowledged and referenced in the thesis. Also, the any sources from them which I did use data, ideas the of words, whether exact or paraphrased, are quoted in their entirety, with full credit to the authors, publisher or journal, including sources where possibly were used from the Internet. Also, I confirm that this work has been written by me exclusively and is a product of intellectual property of both me and the Foundation.

Violation of my above academic responsibility is an essential reason for the revocation of my degree."

**\*** *Wish the ban access in the complete text her work my until*

*…*  *and afterward from Application my at Library and approval of supervisors*

*professor.*

The applicant

Digital Signature Supervisor

\* If someone wishes to be prohibited from accessing work for a period of 6-12 months (embargo), I will must to signed digitally o/n Supervisor Professor, for to notify that is informed and he consents. The reasons timeline blocking access are described in detail in the policies of I.A. (p. 6).

Copyright © , ‹name›, ‹year of completion› By reservation everything right. All rights reserved.

This thesis was prepared within the framework of the requirements of the Master's Program in Public Health of the Department of Public Health Policies of the University of West Attica. The approval her not indicates necessarily and her acceptance of opinions of author on behalf of the Department of Public Health Policies.

I certify that this Diplomatic Thesis is the result of my personal work and is not a product of copying. In published or unpublished sources that I mention I have use quotation marks where required and I have listed their sources in the relevant bibliography section.

Signature: ...........................................

## ABSTRACT

**Keywords:**

## ABSTRACT

**Keywords:**

## CONTENTS

ABSTRACT …………………………………………………………………………………………………………

#### CONTENTS

List of tables ................................................ ................................................ ..

List charts ................................................ ............................................

Abbreviations ................................................ ................................................ .......

PROLOGUE ................................................ ................................................ ...............

INTRODUCTION ………………………………………………………………………………………………………………

#### A. GENERAL PART

Chapter 1: ………………………………………………………………………… ........................................

* 1. ................................................ ................................................ .........
  2. ………….. ................................................ ................................................ ......
  3. ………………………………. ................................................ ...................................
  4. ………………………………………………………………………………………………………….

Chapter 2: ................................................ ................................................ .............

* 1. ………………………………………………………………………………………………………….
  2. ………………………………………………………………………………………………………….

Chapter 3: ................................................ ................................................ .............

* 1. ………………….. ................................................ ................................................
  2. ……………… ................................................ ................................................ ..
  3. ……………… ................................................ ................................................ ..

etc

#### B. RESEARCH PART

Chapter 4: Purpose and goals

Chapter 5: Methodology the Material and method (for her Laboratory Research) Chapter 6: Results

Chapter 7: Discussion

Chapter 8: Conclusions - suggestions

REFERENCES ................................................ ..............................

APPENDIX ................................................. ........................................

1. …………………………………………………………… ................................................ .......
2. …………………………………………………… ................................................ .........
3. **APPENDIX 1: PRINTED MATTER DECLARATION SUBJECT OF M.D.E.**



ΣΧΟΛΗ ΔΗΜΟΣΙΑΣ ΥΓΕΙΑΣ

ΤΜΗΜΑ ΠΟΛΙΤΙΚΩΝ ΔΗΜΟΣΙΑΣ ΥΓΕΙΑΣ\*

# PMS public HEALTH

**STATEMENT SUBJECT DIPLOMATIC OF WORK**

*(Three copies)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Postgraduate student​​​** | | | |
| **Full name & patronymic** |  | **ID:** | **Academic Year:** |
| **Direction / Specialization** |  | **Signature** |  |
| **Thesis Title** | **Greek:** | **English:​** | |
| **Supervisor** | | | |
| **Full name** | | **Ranking** | **Signature** |
|  | |  |  |
| **1st Member** | | | |
| **Full name** | | **Ranking** | **Signature** |
|  | |  |  |
| **2nd Member** | | | |
| **Full name** | | **Ranking** | **Signature** |
|  | |  |  |

*(to be completed from the Secretariat)*

|  |  |
| --- | --- |
| Date approval  from the Coordination Commission |  |
| Deadline completion of the diploma |  |

\*With base of gazette 4610/2019 articles 57-61 constitutes the successor shape her National School Public Health

## APPENDIX 2: APPLICATION SUPPORT M.D.E.





**APPLICATION**

Please, accept the application for support of my diploma thesis, in the Master's Program (M.S.) "PUBLIC HEALTH".

*\* In the event that you have submitted an abstract for publication at a Greek or international conference or an article for publication in a Greek or international journal based on the results of your MDE, you are requested to attach the proof of submission together with the abstract or article of your study.*

|  |  |
| --- | --- |
| **Surname/ Name:** |  |
| **Email:** |  |
| **Dissertation title** |  |
| **Diplomacy supervisor's signature**  **(aware of support)** |  |
| **Three-member committee** |  |
|  |
|  |
| **Duration of extension** |  |
| **Date of presentation** |  |

The applicant

……………………

(signature)

## APPENDIX 3: PRACTICAL SUPPORT M.D.E.



## UNIVERSITY OF ATHENS

## Master of Science Program ‘Public Health” Athens:

## Address: Av. Alexandras 196 Registration Number:

## Zip-code: 115 21

## 

**Diplomatic Thesis Support Record for Master's Studies**

The student ........................................................................................................................ (Patron name)……………………………………………of MSc “Public Health”, academic year 20.... – 20…., presented at the Committee, his Diplomatic thesis with the title:

**(Greek and English language)**

.....................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................

The Committee, after presenting the work and asking questions, unanimously concluded that the Thesis meets the requirements established by the Department.

***The members of the Committee:***

1. **(Supervisor),** ………………………………………………………….……………...

Grade: (in writing and numerically) ………………………………………………………….…

(signature)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **(1st Member),** ……………………………………………………………………………………………….

Grade: (in writing and numerically)……………………………………………………………………….

(signature)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **(2nd Member), ……………………………………………………………………………………..………**

Grade: (in writing and numerically) ……………………………………………………………………….

(signature)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Average MSc score:** (in writing and numerically))**……**………………………………………………………………………