



University of
Applied Sciences

Manual for the formal composition of scholarly papers

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Changes

In the revision to the previous version

- Adaptation to the new company wording
- Correction of any typing errors / linguistic adaptation
- TPP information has been added
- 1.1 Proseminar paper was removed, as there is no difference in content to the seminar paper
- 2. numerical classification was extended with an example
- 2.1 Point 10 has been expanded to include limitations
- 2.2 Path to eDesktop page has been added
- 2.6 has been expanded to include copyright and copyrights
Examples of abstracts have been removed
- 2.10 "Appendix" has been added
- 2.11 LimeSurvey has been removed, license still exists for Unipark
- 4 Journal article - the URL of the DOI has been added
- 7 Further reading - this point has been updated



Table of Content

Changes	2
1 Introduction	5
1.1 Purpose	5
1.2 Scope	6
1.3 Abbreviations	7
2 Formal composition	8
2.1 Structure/components of an academic paper and their formal order	8
2.2 Basic Formatting	9
2.3 Formatting Fonts	9
2.4 Formatting in Headings	10
2.5 Formatting in Footnotes & Annotations	10
2.6 Figures /Tables/Annexes	11
2.7 Legal information on the use of images in scientific papers	11
2.8 Abstract	13
2.9 Appendix	13
2.10 Raw data and transcripts	14
2.11 Online-surveys	14
3 Citations in the text	14
3.1 Regulatory frameworks	14
3.2 Implementation	15
4 Citation in the list of references	19
5 Remarks on keywords for BA papers/MA theses	22
6 Ethical standards in scientific work	22



6.1	Recommendations for the use of diversity-appropriate language	23
6.2	Recommendations for the use of AI systems	23
7	Further Recommendations	23
8	References	24
8.1	Superordinated Processes/Regulations	24
8.2	Referenced Documents	24
9	Legal requirements ³	24



1 Introduction

1.1 Purpose

The composition of scholarly manuscripts is a permanent part of the studies of students starting with short papers, seminar papers up to issuing a Bachelor's paper and Master thesis. All papers mentioned need to be composed according to scientific integrity on the one hand, and, on the other hand, have to meet good scientific practice regarding their formal composition.

Since the overall goal of this manual is to help with the **formal** composition of written (scholarly) papers, it mainly includes information on formatting and correct citations but hardly addresses content issues. The APA Style guide (7th Edition) as an example serves as the basis of reference.

Questions related to the content aspects of scholarly papers are dealt with in the respective courses anchored in all curricula; basic information on Bachelor papers and Master theses can be found in the respective guidelines. Furthermore Chapter 6 "*Further Recommendations*" refers to common textbooks for self-study.

All papers and theses must be prepared in accordance with the Austrian Agency for Research Integrity (OeAWI) Guidelines for Good Scientific Practice and the data protection provisions of the EU's General Data Protection Regulation (GDPR).



1.2 Scope

This Document is applicable for students, employees and lecturers at all locations.

INFORMATION

Valid from	01.10.2024
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Cohort	all
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Degree programme	All degree programmes
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1.3 Abbreviations

ABBREVIATION	MEANING
AI	Artificial Intelligence
APA	American Psychological Association
OeAWI	Austrian Agency for Research Integrity
BA	Bachelor
BGBI	Federal Law Gazette
DOI	Digital Object Identifier
Dpi	Dots per Inch
e.g.	Examples given
Etc	Et cetera
EUR	Euro
FHG	University of Applied Sciences Act
GDPR	General Data Protection Regulation
MA	Master
MTD-G	Federal law regulating advanced medical-technical services
Pt	punct
TPP	Transnational Partner Programme
URL	Uniform Ressource Locator

2 Formal composition

Scholarly papers, but also written shorter papers, must have a formally consistent and a content-wise meaningful outline. The numeric classification (1, 1.1, 1.1.1) must be applied and the importance as well as the level of each outline point must be considered. It must be borne in mind that each outline point requires as a minimum of two sub-points and that verbatim identical headings must not be repeated. For seminar papers maximally four outline levels are recommended while for BA papers/MA theses a maximum of five outline levels should be applied. For each outline point, a textual minimum of a ½ A4 page ought to be covered.

2.1 Structure/components of an academic paper and their formal order

Each academic paper can be characterized by several components and their formal order as shown below:

1. Cover page (for Bachelor papers and Master theses see eDesktop; TPP: Dispatch by mail by partner)
2. Declaration of honour (see eDesktop; TPP: FHF-5-0422 Dispatch by mail by partner)
3. Clause of confidentiality (optional) (see eDesktop/Graduation Tool; TPP: FHF-5-0423 Dispatch by mail by partner)
4. Notification of the Ethical Review Committee (optional)
5. Preface (optional) (Roman numerals, commencing with „I“)
6. Abstract in English (German optional), respectively approx. ½ A4 page
7. Table of contents (consecutive Roman numerals)
8. Table of figures & illustrations and annex (consecutive Roman numerals)
9. List of abbreviations (consecutive Roman numerals)
10. Text (introduction, main body, concluding body) (Arabic numerals, commencing with „1“) Depending on the discipline, the main part consists of different subchapters (e.g. literature review, theoretical framework, method, results, discussion, implications, limitations)
11. Bibliography (consecutive Arabic numerals)
12. Annex (consecutive Arabic numerals)

2.2 Basic Formatting

For scholarly papers various basic settings must be considered to ensure comparability among as well as to facilitate scholarly papers the compositions of scholarly/written papers. You may use templates uploaded on the eDesktop (Teamportal/Academic Board/Guidelines) or adjust the setting yourself conforming to the requirements below. Please note that the use of templates requires good knowledge of Word. At the TPP locations, dispatch is by e-mail from the partners.

- Page format: portrait
- Margins: left: 3.5 cm, right: 2 cm, top/bottom: 3 cm
- Header: single line spacing; from top/bottom margin 1.5 cm
- Section headings
- Footer: Arabic numerals right

2.3 Formatting Fonts

In preparing the scholarly paper some font-related formatting must be observed.

- Fonts: Arial
- Font size and line spacing:
 - Text and indexes: 12 point, 1.5 spaced
 - Footnotes/annotations: 10 point, single spaced, hanging 0.75 cm
 - Header/Footer: 11 point, single spaced, hanging 0.75 cm
 - Captions for figures and illustrations: 11 point, single spaced
- Section design
 - Section format: justified, automatic hyphenation
 - Paragraph spacing: After 8 Pt

2.4 Formatting in Headings

According to academic rigour, headings do not bear footnotes, final punctuation marks, colons. Please consider that a heading is at all times preceded and followed by a blank line; please also consider that a heading cannot be the last line on a page.

Heading formats:

1 Heading Level 1 (16 pt, bold, new page, alignment left)

1.1 Heading Level 2 (14 pt, bold, alignment left)

1.1.1 Heading Level 3 (12 pt, bold, alignment left)

1.1.1.1 Heading Level 4 (12 pt, alignment left)

1.1.1.1.1 Heading Level 5 (12 pt, italics, alignment left)

Heading paragraphs

1 Heading Level 1 (24 pt befor, 12 pt after heading)

1.1 Heading Level 2 (22 pt befor, 10 pt after heading)

1.1.1 Heading Level 3 (20 pt befor, 8 pt after heading)

1.1.1.1 Heading Level 4 (20 pt befor, 8 pt after heading)

1.1.1.1.1 Heading Level 5 (20 pt befor, 8 pt after heading)

The body text before a header has a distance of 0 pt

2.5 Formatting in Footnotes & Annotations

The usage of footnotes is permissible and recommendable for explanations of terms and abbreviations which are not core content of the academic paper. The numbering of footnotes is consecutive in Arabic, separating the very footnote from the text by a line of approx. 5 cm. The alignment is left in 10pt in the main text font. All footnotes must begin with a capital letter and finish with a punctuation mark.

2.6 Figures /Tables/Annexes

Figures/ tables and annexes present condensed data in addition to the information given in the text. As a consequence, they need to be legible, quintessential, demonstrative and lucid and should focus on core statements. Their font size should not be less than 9 pt of the main text fonts. Categorically, it has to be advised against the use of hardly decipherable figures and tables (originating from scans, graphs from the www, etc.) The resolution should at least have 300dpi. Copyright and copyrights must also be observed here. To the left and right of the figure/table text must be omitted. Each figure/table includes at least one figure/table caption. Captions are allowed above the figure/table, 11 pt, left-aligned, single-line with a figure/table source (below the figure/table, 11 pt, left-aligned, single-line). Alternatively, the caption for images can also be created below (11pt, left-aligned, single-line) in combination with the source. Tables are always labeled above.

The citation of figures/tables has to consider the following: Is the figure taken from a source without changes, the reference is cited directly. In case figures/tables are modified or created in reference to another source, „referring to”/”modified after” must be placed in front of the source. If figures/tables are created by the author himself/herself on the basis of genuine data, in addition to the source the remark “author’s chart” is cited. The above mentioned formal rules apply to tables, too. It must be pointed out that columns and lines in tables must be accurately lettered; also in figures this and the proper measuring/dimensional unit (e.g. turnover in bn. EUR) must be appended.

2.7 Legal information on the use of images in scientific papers

Which images are protected by copyright?

- Any artwork (drawings, graphics, watercolours, illustrations, etc.)
- Movies (also screenshots of them)
- Photos

When is it allowed to use copyrighted images in scientific work?

Within the framework of the freedom of citation, copyrighted works (including images) may be cited in scientific works.



The following three conditions **must be met completely** in order for you to move within the scope of citation freedom:

- The picture serves exclusively as evidence to explain the content and not just for decoration. A pure visual enhancement of the work, without the image being necessary from a scientific point of view, is not covered by the freedom from citation.
- The scope of the image quote must be scientifically justified. When using multiple images, it is necessary to check whether this is necessary.
- The picture was published with the consent of the author. You can assume this for official publications of publishers, but special care should be taken with pictures from the Internet.

As an alternative to the three requirements, it is also possible to obtain the explicit consent of the rights holder.

What else do you have to pay attention to?

- The source must be indicated for cited images.
- If persons are recognizable on the photos used, the image and data protection must also be considered. In this case, it is advisable to make the persons unrecognizable or to obtain their consent. Under no circumstances may degrading, disparaging or exposing images be included, or if this exposes the private life to the public.
- If you take photos of building or artwork, keep in mind that they may also be protected by copyright. You may use photos of protected buildings if they were taken from public transport areas (street, sidewalk) (location of the photographer), but not if they were photographed from a non-public area.

Important note: This information does not claim to be complete. Apart from the right to quote presented here, other possibilities of the so-called "free use of works" are also provided for in the Copyright Act. What is applied in individual cases must always be assessed in the specific case and depends on what is to be used for which purpose. Please note the applicable regulations.

2.8 Abstract

An abstract is defined as an abbreviated accurate representation of the contents of a text or paper to help the reader quickly ascertain the paper's purpose. Thus, it helps the reader to gather information from a paper without reading it completely. **The length of an abstract ranges from 10 lines to half a page (A4-format).**

The following points will help you to structure your abstract.

Structure of an abstract:

- **Introduction, purpose and research question/s:** Introduce the topic and purpose of the paper and which questions are being answered.
- **Design und Methodology:** which sources have you used for your paper and which methods have you applied to answer your questions?
- **Findings** say what you have found out.
- **Discussion of results:** critically analyse the results in view of the starting point and research questions.
- **Conclusion:** incorporate a essence at the end of your abstract. You can integrate a forecast with your bottom line. Refer to the practical implications of your results for the professional fields, the area of research or for further studies.
- **Key Words:** you should include five to six keywords for your paper.

2.9 Appendix

The appendix documents sections or materials which - due to their substantial, expansive or extensive nature - cannot be shown in the main text. Examples of such annexes are questionnaires, minutes, interview transcripts, calculation details, extensive technical or figurative material and sources difficult to access which are often referred to. The appendix is supposed to allow effortless orientation. Consecutive numerals in Arabic are continued in the appendix.

2.10 Raw data and transcripts

At the request of the supervisor, transcripts of interviews or raw data (e.g. SPSS output files or Excel sheets) are to be submitted with the digital version for the accountability of the surveys and their interpretation but are not to be included in the final version or appendix.

2.11 Online-surveys

For online-surveys the online tool Unipark is available free of charge.

Please note:

No surveys must be carried out via spam mails. Surveys which form part of papers on demand of IMC Krems can be published on the eDesktop. The logo of IMC Krems must not be used on the questionnaires (see also Guideline for Bachelor Papers and Bachelor Exams (FHR-5-0008) and Guideline for Master Thesis and Master Exam (FHR-5-0009)).

3 Citations in the text

The guidance in this manual refers to the APA Style Guide. Other citation guidelines may be applicable, depending on the degree programme in question.

Guidelines	<u>APA</u>	<u>IEEE</u>	<u>ACS</u>	<u>CSE</u>	<u>Vancouver</u>
Degree programme	All Departments of Business degree programmes and Health Science	Informatics Applied Chemistry	Applied Chemistry	Medical and Pharmaceutical Biotechnology	Medical and Pharmaceutical Biotechnology All Departments of Health Science degree programmes

Subsequently, the regulatory frameworks and the correct application of citation methods will be explored.

3.1 Regulatory frameworks

According to § 57 sec. 2 of the Copyright Law, on the duplication of a work, you are obliged to clearly state its source. In the list of references the title and the author of the



work are to be cited according to § 21 sec. 1 Copyright Law. In case passages or parts of literary works are duplicated according to § 42, they must be denoted in the indication of the source so that they can be easily detected in the used work. Should - for legal duplication according to §§ 42 and 46 Copyright Law- the literary work be taken from a collection, it is also to be cited in pursuance of § 57 sec. 2 Copyright Law; in doing so the title of the work can be substituted by a reference of the relevant passage from the collection.¹

3.2 Implementation

In their implementation direct quotations are distinguished from indirect quotations.

Direct quotations are a report of the exact words of a source in one's own text. Too many direct quotations as well as too long reports of the exact words should be avoided. Direct quotations are placed inside quotation marks at the beginning (") and at the end ("). A direct quotation can be part of the text if its length does not exceed 40 words. With a direct quotation comprising more than 40 words it should start with a new line and be cited in a separate indented block. In the case of direct quotations, a specific page indication must always be given.

Indirect quotations are analogous reproduction of texts, content and thoughts/ideas. In the text is always quoted by means of a citation in the text, the complete source can be found in the bibliography. A distinction is made between primary quotations and secondary quotes. Indirect quotes can include page numbers (depending on the citation style). It is particularly important where in the text the quotations are set, as the following examples show.

¹ §§ 21 sec. 1, 42, 46 and 57 sec. 2 Copyright Law

Positions of primary quotes

- **Word quote**

Word (author, year, page)

- **Half-sentence quotation**

Part of a sentence (author, year, page),

- **Sentence quote**

Complete sentence (author, year, page).

- **Multiple consecutive sentences or paragraph quotes**

As author (year) show in her study Continuing sentences. .etc. – Last sentence follows the quote again (author year, page). OR
Each sentence in the paragraph are quoted with (author, year, page).

Any of these positions can also be used with quotations to several works if more than one of these works have similar results, e.g.:

Studies regarding advergames show that they can elicit pers ion knowledge (Waiguny et al., 2011; VanReijmersdal et al., 2012; Panic et al., 2012; Waiguny et.al, 2014; Evans et al. 2016).

Secondary Quotes

Secondary quotations are adopted quotes from another text (secondary source). You should aim to find the original (primary) source at first. If the original source could not be found or hardly obtained, the quote from the secondary source (adopted quote) can be used. Here, both primary citation (primary source) and secondary citation (secondary source) must be specified and also appear in the bibliography. As a rule, however, one tries to work exclusively with primary quotations, especially for important text passages. Secondary quotations can also accept all the above positions, but with the identification of both sources. E.g. word (primary-author, year cf. secondary-author, year)

Example 1: A work by one author

(Last name, year, p. XX) -> for indirect citations

(Last name, year, p. XX) -> for direct citations, the adopted text appears in inverted commas.

Example: All work and no play makes Jack a *good* boy (Kuhlmann, 1999, p. 25).

When using an author's name in the text: (author's name, year, p. XX).

Example: Luhmann (1992, p. 24) briefly wrote: "Love, too, is a medium".

In 2000, Kuhlmann went as far as to say...

Example 2: A work by two authors

(Last name & last name, year, p. XX) -> for indirect citations

(Last name & last name, year, p. XX) -> for direct citations, the adopted text appears in inverted commas.

Example: All work and no play make Jack a good boy (Emmer & Wolling, 1999, p.25).

"Investors also remained concerned about the lack of consensus between Eurozone governments on resolving the debt crisis" (Raval & Demos, 2010, p.401).

Example 3: A work by 3 or more authors

First time citation: (Last name et al., year, p. XX)

Example: Some of the most controversial measures were not included in the final bill, including a stronger ban on banks trading for their own accounts (Emer et al., 1999, p. 798).

Subsequently: (Last name et al., year, p. XX)

Example: As earlier mentioned, Emer et al. (1999, p. 12) claim that ...

Example 4: A journal article by 3 or more authors

First- time citation: (Last name et al., year, p. XX)

Example: What is inexplicable is the assumption that citing is superfluous (Emmer et al., 1999, p. 55).

Subsequently: (Last name et al., year, p. XX)

Example: As mentioned earlier, Emmer et al. (1999,) claim that "..."

Example 5: A work by an entity

First time citation: (Name of the entity [ECB], year)

Example: Under the proposals, countries will be required to impose an upfront levy on banks, with the proceeds to be paid into national funds to insure against future financial failures (European Central Bank [ECB], 2010).

Subsequently: abbreviations are sufficient.

Example: Taxes will be levied (ECB, 2010).

Example 6: Several sources at a time

To be listed alphabetically (not in chronological order)!

Example: Various studies on the U.S. financial sector (Levinson, 2003; Powell, 1999; Rubinovitz, 2008) show...

Example 7: Multiple identical last names

To be distinguished by initial letters.

Example: Various studies on the 2010 Euro crisis (Habermas, 2010; C. Johnson, 2010; W. Johnson, 2010) brought to daylight ...

Example 8: Various works by one author of the same year

Works to be spelt out.

Example: In her studies, Sonntag (1999a, 1999b, 2000, 2001) stressed that...

Example 9: Legal texts

Normally you can find the relevant abbreviations of a bill called up in RIS (Rechtsinformationssystem des Bundes, www.ris.bka.gv.at) under the general information for the required standard in § 0 or § 1.

Paragraphs are to be cited with „par.“, numbers with „N.“, any other numbers or letters/littera for example with „N.“ or „lit.“. Constitutional provisions are mostly structured in sections and abbreviated by „sec.“. The corresponding paragraphs and articles are to be cited by adding the abbreviated legal regulation (e.g. MTD-G BGBl1 2010/61 § 2 sec. 5). In the footnote the abbreviated version needs to be written out (N.B.: **only** applies to legal texts).

Reference to the Federal Law Gazette

Example: According to MTD-G BGBI² 2010/61 § 2 sec. 5 occupational therapists are allowed to treat patients only upon a medical prescription.

Article Paragraph Number Name of legal text

Example: § 3 par. 2 N. 1 FHG

With consecutive citations Article Paragraph Number Name leg.cit.

Leg.cit. = „legis citatae“ – „of the law cited“

Example: § 3 par. 2 N. 1 leg.cit.

With 2 or more articles: usage of f. = and following article or ff. = following articles

Example: §§ 2 and 3 FHG or §§ 2 f. FHG and §§ 3 ff. FHG resp.

4 Citation in the list of references

Each source used in the text must appear in the list of references. Conversely, in the list of references only those sources are listed which were used in the text.

References to legal texts are excluded. These sources are not to be cited in the list of references. Sources are shown in alphabetical order while within the alphabet a chronological order is obligatory.

Bauer, A. (1951)...

Kuhlmann, C. (1999)...

Kuhlmann, C. (2000)...

Kuhlmann, W. (2000)...

Article in journals/periodicals

Last Name Author, Initial Author (Year). Title of journal article. *Title of Journal*, issue, number, pages.

Last name A, Initial A., Last name B, Initial B., & Last name C, Initial C. (Year). Title of journal article *Title of Journal*, issue (volume) number, pages.

² Federal Act on the higher-level paramedical services, Federal Law Gazette



Example: Beentjes, J. W., Koolstra, C., & van der Voort, T. H. A. (1996). Combining Background Media with Doing Homework: Incidence of Background Media Use and Perceived Effects. *Communication Education*, 45, 59-72.

An issue can contain the number of the magazine or volume with or without a year or URL of DOI; It is important that a fast traceability is guaranteed

Journal article by 8 or more authors

Article: Listing of the first six authors, followed by ...last author, year.

Last name , Initial, Last name, Initial., Last name , Initial., Last name , Initial., Last name, Initial , Last name, Initial., ... Last name , Initial. (year). Title of journal article.
Title of journal, volume (issue) number, pages XX-XX

Monograph

Last Name Author, Initial Author (Year). Title of Book. Publisher.

Last Name A, Initial A, & Last Name B, Initial B (Year). *Title of Book*. Publisher.

Example: Dearing, J. W., & Rogers, E. M. (1996). *Agenda Setting*. Sage.

Contribution in Anthology/Miscellany

Last Name Author, Initial Author (Year). Title of Article. In Initial Editor. Last Name Editor (Ed.) *Title of Book* (pages). Publisher.

Example: Myer, J. (2008). Swede nothings: Contemporary Scandinavian architecture. In K. Wallander, A. Strindberg, & B. Björnson (Eds.), *Scandinavia forever? Views on Denmark, Sweden and Finland* (97-112). Eriksson.

Contribution in Online Journal

Last Name Author, Initial Author (Year). Title of Article. *Title of Journal*, YY, pages. **Url of doi:**

Example: Beentjes, J. W. (1996). Combining Background Media with Doing Homework: Incidence of Background Media Use and Perceived Effects. *Communication Education*, 45, 59-72. <https://doi.org/10.1080/03634529609379032>

The Digital Object Identifier (DOI) is a permanent digital identifier of electronic documents, mostly of online articles of scholarly journals, and helps to identify digital

objects by means of an identification. When compared to URL, the DOI remains unchanged and permanently linked with the object and not only with the location, where the object is placed.

Online document

Last Name Author, Initial Author (Year). *Title of Document*. Called up on date from URL, Data base, etc.

Example: U.S.Department of Justice National Drug Intelligence Center (2011). *National drug threat assessment* 2011. Called up on 06. March 2014 from <http://www.justice.gov/ndic/pubs44/44849/44849p.pdf>

Interviews/Surveys/Expert interviews

Last name, Initial (year). Reference of the mode of communication, topic of the interview, function and distinctions of the interview partner, which are relevant for their statements. Location of the interview, date

Example: Geppert, J. (2002), Personal communication to the ISO 9000 implementation (see interview guide in Appendix II), Quality Manager of Comp & Lain, had been instrumental in his earlier work on an ISO-9000 launch. *Conversation* in the cafeteria of Comp & Lain in Vienna, 17.07.2002.

Please note that the majority of the data generated in the course of a study must be anonymized. When using an original quote, an anonymized report is required that makes the identification of participants impossible.

Thus, it should not be e.g. occupational therapist, aged 43, 20 years of work experience, General Hospital Linz, 23/10/2014: „I imagined something different. Working here is pretty hard ... “.

Instead you should cite as follows: Karina (synonym), aged 43: „I imagined something different. Working here is pretty hard ... “. (Interview I, line 19)

In this way the quotation and the corresponding person can be identified from the original transcripts and the study documentation, however, not by people who were not involved in the generation and management of the data.

5 Remarks on keywords for BA papers/MA theses

For a better content indexing, Bachelor and Master theses must have keywords for which certain rules must be obeyed. Keywords should correspond to the title and the content of the abstract, but not word-for-word. Select keywords which will enable people to find your paper, even if they use words which are not part of the title or abstract in their search. Search engines automatically include all the words contained in the title and abstract. Using these words as keywords will therefore not help people to find your paper if they are searching for related or similar topics.

The following link offers guidance in the matter (in German):

<http://www.biblio.at/service/beschlagworten/index.html>

For all further questions, please consult the APA Style Guide as amended:

www.apastyle.org . If further questions arise, please decide on your own considering the scientific state-of-the-art for transparency and consistency. In that regard we would like to refer you once more to the literature for self-study mentioned in chapter six (6)

6 Ethical standards in scientific work

IMC Krems is clearly committed to the values of fairness, commitment, mutual trust, a sense of responsibility, openness to diversity and individual support. We require respect for these values, not only by all teachers and staff, but also by all students at IMC Krems. This applies in particular to the preparation and content of scientific papers. The following principles must be observed by all persons involved without exception:

1. Openness to diversity
2. Respect for human dignity
3. Absolute avoidance of any discrimination regarding the subject or content based on gender, ethnicity, religion or belief, age or sexual orientation

4. Absolute avoidance of inflammatory, offensive or otherwise abusive content in any way

Violations of this will be punished accordingly within the framework of the study and examination regulations as well as the training and service contracts. In the event of (administrative) criminal relevance, such violations will be reported to the competent authorities without exception.

6.1 Recommendations for the use of diversity-appropriate language

See guidelines for Gender and diversity sensitive Language at IMC Krems.

6.2 Recommendations for the use of AI systems

See Regulation for use of AI based systems.

7 Further Recommendations

American Psychological Association as amended. APA style. www.apastyle.org .

Berger-Grabner, D. (2022). Wissenschaftliches Arbeiten in den Wirtschafts- und Sozialwissenschaften. Hilfreiche Tipps und praktische Beispiele. Springer.

Karmasin, M., Ribing, R. (2019). Die Gestaltung wissenschaftlicher Arbeiten. Ein Leitfaden für Seminararbeiten, Bachelor-, Master- und Masterarbeiten sowie Diplomarbeiten. Facultas WUV.

Skern, T. (2019). Writing Scientific English. Facultas WUV.

We wish you success while composing your scholarly paper!



8 References³

8.1 Superordinated Processes/Regulations

Here, superordinated processes/regulations are listed, which are the basis for this regulation.

- none

8.2 Referenced Documents

(FHR-1-0089) Gender and diversity language IMC Krems

(FHR-5-0044) Regulation for the use of AI based systems

(FHF-5-0422) Form for Requesting a Clouse of Confidentiality

(FHF-5-0423)Form for Requesting Commissioned Work

9 Legal requirements³

- APA 2022 (7th edition)

³ This chapter is automatically collapsed and it can be expanded for additional information.