GUIDE
BACHELOR THESIS

FACULTY OF COMPUTER AND ENGINEERING

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SURAT KEPUTUSAN
REKTOR UNIVERSITAS ALMA ATA
NOMOR : 182/A/SK/UAA/IX/2021

TENTANG
PENETAPAN BUKU PANDUAN SKRIPSI
FAKULTAS KOMPUTER DAN TEKNIK
UNIVERSITAS ALMA ATA

بسم الله الرحمن الرحيم

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Pada Tanggal : 21 September 2021

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FACULTY OF COMPUTER AND ENGINEERING

ALMA ATA UNIVERSITY

2021

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GUIDEBOOK FOR THE PREPARATION
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Yogyakarta, 24 September 2021

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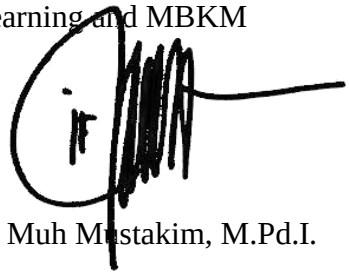

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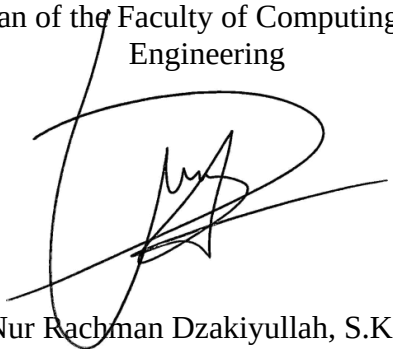

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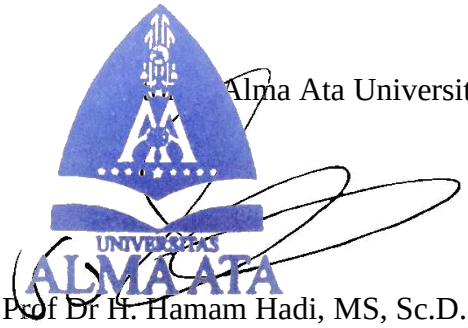

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FACULTY OF COMPUTER AND ENGINEERING
ALMA ATA UNIVERSITY
2021

FOREWORD

The educational process at the Strata-1 (S1) level at the Faculty of Computer and Engineering, Alma Ata University will end when a student has completed the entire course load including preparing a thesis. Thesis is a research-based scientific paper conducted by undergraduate students related to a phenomenon/problem in a particular field of scientific study in accordance with applicable writing rules. The quality of the thesis is not only determined by the substance or writing material, but also determined by the writing procedure.

Therefore, to ensure the achievement of this quality, thesis writing guidelines are needed. In addition, the benefit of this thesis writing guideline is to help expedite the thesis writing and mentoring process.

Realising that this guidebook is far from perfect, therefore suggestions and criticism will be very useful to complete these shortcomings. However, we hope that all parties related to the process of preparing and guiding the thesis will make good use of this guidebook. To all parties involved in the preparation of this book, we express our deepest gratitude and appreciation.

Yogyakarta, 24 September 2021
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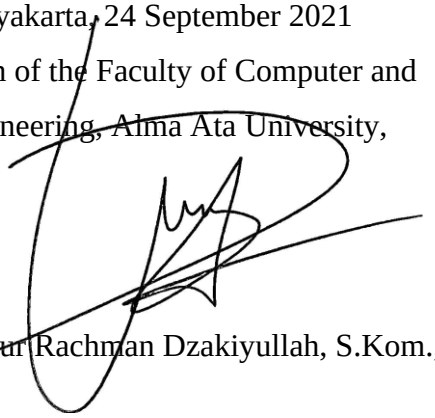
Engineering, Alma Ata University,



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CHAPTER I INTRODUCTION

1.1 BACKGROUND

The national standard of higher education in Indonesia has been regulated in the Minister of Education and Culture in 2020 in the realm of competence for strata-1 study programmes (S1 Study Programmes) in KKNI Level 6. The competencies expected of computer undergraduate graduates are to be able to master general skills, special skills and mastery of knowledge in the computer field. Thesis is the result of a study that is systematically arranged and scientifically described in the form of a manuscript report in accordance with the scientific field pursued. Thesis is one of the requirements for students at the end of their studies to graduate in the study programme. This is a reflection for students to have the ability to apply logical, critical, systematic and innovative thinking. In addition, students can examine the implications of knowledge development and the implementation of science and technology in order to produce solutions, ideas, appropriate decision making in the context of problem solving to contribute to their field of expertise.

The Faculty of Computer and Engineering (FKT), Alma Ata University (UAA) has 2 undergraduate study programmes namely Information Systems (SI) and Informatics (INF). FKT determines this thesis in the form of a compulsory course with the name Thesis course which has a weight of 6 (six) Semester Credit Units (SKS) which is carried out starting from Semester eight (VIII). Students can register for this course after taking related courses according to the pre-requisite courses in the applicable curriculum in each study programme. Research Methodology is the main course that must be followed as a provision for students to conduct research. In addition, the course that is also directly related to the writing of the thesis report is the Indonesian Language course which is useful in terms of the use of standard language and good and correct report writing procedures. In this guide, it will be regulated for students related to the procedures for writing research proposals and theses as well as provisions that apply both at the study programme, faculty and university levels.

1.2 AIMS AND OBJECTIVES

This guideline is prepared to uniform research proposals and thesis reports in the FKT environment. This guide presents the outlines of how to write research proposals and thesis reports as well as the regularity, layout and standard form of writing which aims to produce good and correct quality thesis report writing.

The thesis session is the final stage after the preparation of the thesis report by students as a form of accountability for the results of research guided by one supervisor in order to fulfil some of the requirements for obtaining a Bachelor of Computer (S.Kom) degree. The role of the supervisor in the thesis implementation process is to direct students to achieve quality within the limits of the Bachelor's degree according to the competency standards of graduates, both Information Systems and Informatics S1 Study Programmes. Thesis courses are held to achieve graduate competencies or Course Learning Outcome (CLO) from the Information Systems and Informatics study programme, namely:

Learning Outcomes of Information Systems Study Programme Graduates		
No.	SLO Code	SLO description
1.	CPL03	Able to understand and use various system development methodologies along with system modelling tools and analyse user needs in building information systems to achieve organisational goals.
2.	CPL05	Able to understand and apply the code of ethics in the use of information and data in the design, implementation, and use of a system.
3.	CPL07	Able to understand, identify and apply the concepts, techniques and methodologies of information systems project management.
4.	CPL08	Able to analyse, design and evaluate business processes for business sustainability in accordance with the times.
5.	CPL09	Able to show an attitude of piety to God Almighty in accordance with the values of Islamic teachings that are Rohmatan lil'alamin (practicing Pancasila, based on law, love for others, tolerant, and not radical).
6.	CPL10	Able to demonstrate an entrepreneurial spirit, independence, and leadership based on values, norms, and ethics as well as professionalism and responsibility

Learning Outcomes of Informatics Study Programme Graduates		
No.	SLO Code	SLO description
1.	CPL.02	Demonstrate professional attitudes in the form of Institution/University adherence to professional ethics, ability to work together in multidisciplinary teams, understanding of lifelong learning, and response to social issues and technological developments.
2.	CPL.07	Compile a scientific description of the results of the study of the implications of the development or implementation of science and technology in the form of a thesis or final project report or scientific article.
3.	CPL.09	Ability to analyse, design create and evaluate user interfaces and interactive applications by considering user needs and transdisciplinary science developments.

With this guidebook, students are expected to prepare their thesis better, faster and complete the report within 6 months. In addition, for supervisors, examiners, and all parties involved in understanding the procedures for the implementation process, organising and preparing thesis reports, the guidance process, trial registration, trial implementation, and assessment, so that the thesis implementation process can run effectively.

CHAPTER II ACADEMY ADMINISTRATION REQUIREMENTS K

Students can take thesis courses if they are registered as active students in the study programme at FKT. For the sake of order and smoothness of the thesis process, academic requirements must fulfil the following provisions:

a. Student

1. Students with active status indicated by taking thesis courses on the study plan card and making administrative payments for thesis courses.
2. Not under administrative or academic suspension/sanctions.
3. Have a minimum GPA of 3.25.
4. Have completed and passed 75% of the credits in the set curriculum both compulsory and elective.
5. No E grades and a maximum of 1 course (study programme and faculty) grade of D as well as course-specific assessments:
    - Research Methodology at least C.
    - University courses with a minimum of C.
6. Have participated in Pesona Rangkaian Masa Taaruf (PERMATA), indicated by a PERMATA certificate.
7. Have passed the Institute of Qur'an Reading and Prayer Practice (LPBA)
8. Have passed the Alma Ata English Proficiency Test (AAEPT) with a minimum *score of* 450.
9. Have attended at least 5 thesis proposal seminars .

b. Advisor

1. Lecturers who meet the academic requirements and relevance of the scientific field with technical rules have at least the functional position of Expert Assistant and have a Masters (S2) diploma or higher.
2. Industry practitioners/professionals who have competencies at the level of level 8 KKNI in accordance with the relevance of computer science.
3. Lecturers outside the study programme (extraordinary) who are assigned in accordance

with the Chancellor's Decree or Dean's Decree.

4. Have competence in accordance with the theme of the proposed thesis (so that the mentoring process takes place effectively).
5. One thesis scheme will be guided by 1 (One) supervisor who is determined through a study programme meeting.
6. The supervisor during the proposal seminar and thesis trial acts as the chairman of the trial who has the following duties and responsibilities: opening and closing the session; compiling minutes of the thesis trial implementation; being a timer during the trial implementation; and submitting the results of the trial.
7. Especially for Prodi lecturers who do not meet the criteria as supervisors can be submitted as supervisors by the Head of Prodi for approval from the FKT Dean with the following conditions:
    - The person concerned is considered to have the ability in the field of research.
    - Have national and international scientific publications.
    - Has a minimum H-index of 2 on google scholar.
8. Number of mentoring for 1 (one) supervisor in one period:
    - One study programme lecturer can supervise a maximum of 6 students.
    - Practitioners / lecturers outside the study programme guide a maximum of 2 students.
9. Provide direction to students in formulating thesis topic problems.
10. Direct students in developing research methodology and scientific writing.
11. Provide approval in the approval sheet of the thesis proposal and thesis trial.
12. Provide an overall final assessment of the thesis work.
13. Attend and chair the thesis session
14. Gave approval in the completion of the thesis revision.

c. Examiner Team

1. Lecturers who meet the academic requirements and relevance of the scientific field with technical rules have at least the functional position of Expert Assistant and have a Masters (S2) diploma or higher. The examination team consists of 2 (two) examining

lecturers and 1 (one) supervisor.

2. Industry practitioners/professionals who have competencies at the level of level 8 KKNI in accordance with the relevance of computer science.
3. Lecturers outside the study programme (extraordinary) who are assigned to the study programme in accordance with the rector's decree or dean's decree.
4. Have competence in accordance with the theme of the proposed thesis (so that the testing process takes place effectively).
5. At the proposal seminar, the examiner is the thesis supervisor.
6. In each thesis period, as an Examiner cannot concurrently function as a Supervisor.

CHAPTER III GENERAL STAGES OF THESIS IMPLEMENTATION

The stages that students must go through in preparing this final project are as follows:

Figure 3.1 Flow of Thesis Preparation

Details of the flow of submitting a research proposal to the thesis hearing can be seen in Chapter 6.

CHAPTER IV GENERAL AND SPECIAL PROVISIONS OF THE THESIS

There are general and special provisions that must be adhered to by students, supervisors and examiners which are described in the following two points:

4.1 GENERAL PROVISIONS

The process of compiling a thesis must contain the following general components:

a. The thesis title can be chosen by the student or can follow the provisions that have been directed by the supervisor.
b. Under periodic and regular guidance by the supervisor for 14 meetings.
c. There is a problem that will be given a solution. In addition, there is a hypothesis to be proven/tested and a question (proof) that you want to find the answer to and the truth.
d. Review: literature, comparison, feasibility, design.
e. Based on field observations (primary data) and/or secondary data analysis.
f. Must be systematic according to research methodology. Design: method, model/programme, tool/prototype
g. Must be careful in the procedures for writing the proposal and thesis report.
h. The conceptualised research proposal is presented in a proposal seminar forum.
i. The results of an enquiry can be in the form of information/data, facts, or rules/legal provisions.
j. The thesis results are accounted for in a thesis trial in front of a team of examiners.

4.2 SPECIAL PROVISIONS

In addition, there are special provisions in organising Thesis MK for students as follows:

a. Thesis is carried out for a period of 1 (one) semester each and can be extended for 1 (one) semester.
b. If the thesis writing period has exceeded a period of 2 (two) semesters which has been extended by 1 (one) semester, the thesis is declared a failure. Thesis that is declared failed must be repeated by submitting a new thesis title proposal.

CHAPTER V THESIS SCHEME

5.1 THESIS CATEGORISATION

a. Individual Thesis
    1. The individual thesis is unique and is done by one student.
    2. Mastering some basic principles of a particular field of expertise and able to harmonise with factual problems in their field of work.
    3. Able to complete wide-ranging and case-specific tasks by analysing limited information.
    4. Selecting an appropriate method from several standardised options.
    5. Able to define problem formulation and objectives.
    6. Able to analyse the results of a thesis work based on the causes and effects that occur.
    7. Able to draw conclusions on performance with measurable quality and quantity.

5.2 TOPIC OF THE COURSE

Thesis topics can be obtained from various sources, namely,

a. Lecturer Research Topic

   Lecturers in the Faculty of Computer and Engineering will periodically announce research themes as one of the reference materials for students in determining thesis topics. Students who are interested in the research theme offered by the lecturer can immediately contact the lecturer concerned to start discussing the thesis plan and make a Thesis Proposal.

b. Independent Topic

   Students can propose their own topic by making a Thesis Proposal and proposing the chosen topic to prospective supervisors who have expertise in the field for approval.

c. Internship Topic

   Thesis topics come from partners or from forms of learning activities in accordance with Permendikbud No. 3 of 2020 Article 15 paragraph 1 which can be a source of thesis topics include:

1. Internship/Work Practice

   Internship / Work Practice which aims to provide sufficient experience to students, learning directly in the workplace (*experiential learning*). During the internship students will gain *hard skills* (skills, *complex problem solving*, *analytical skills*, etc.), as well as *soft skills* (professional / work ethics, communication, cooperation, etc.). In the computer field, students experience how the application of technology in the workplace provides solutions to the problems of the organisation. Student internship activities are limited to observing and studying solutions that have been used at this time, but if raised for thesis topics, students are required to collaborate the knowledge they have received during college in updating solutions to problems that exist in the workplace. In addition, during internships / work practices, students are the second person in providing solutions under the guidance of field supervisors, but when it comes to thesis topics, students are the first person to provide recommendations / provide solutions to problems in the workplace.

2. Research Internship

   Through internships in research centre laboratories or research institutes/study centres, students can develop critical thinking skills, which are needed for various scientific disciplines at the higher education level. With the ability to think critically, students will explore, understand, and be able to conduct research methods better. In research internship activities, students as research assistants from research institutions whose topics can be developed and continued as thesis topics and students as first researchers with guidance from Prodi.

3. Humanitarian Project

   The involvement of students as voluntary helpers in overcoming disasters through humanitarian programmes with their young spirit, knowledge competence, and interests can become "*foot soldiers*" in other humanitarian and development projects.

both in Indonesia and abroad. Train students to have social sensitivity to explore and dive into existing problems and participate in providing solutions according to their respective interests and expertise. Thus, students in the computer field can provide ideas or technological solutions that can be raised as thesis topics.

4. Building the Village

   It is a form of education by providing learning experiences for students to live in the community outside the campus directly with the community. Students are required to be able to see the potential of the village, identify problems and find technology-based solutions to increase potential and become an independent village. Therefore, students can write down the things they do along with the results of technology-based solutions in the form of a thesis with guidance from study programme lecturers.

CHAPTER VI PROCEDURE AND FLOW OF THESIS IMPLEMENTATION

6.1 PROCEDURE AND FLOW OF RESEARCH PROPOSAL SUBMISSION

A research proposal is a form of document that contains a thesis plan that will be carried out by students. Therefore, the proposal must be written with scientific writing rules and can provide an overview of the topics discussed, work plans and readiness in the thesis work. Students determine the theme or research topic in accordance with the provisions described in subchapter 5.2 thesis topics. Submission of a title to be submitted as a thesis follows the following procedure:

1. Students can consult with Academic Supervisors and/or Advisors (student choice) regarding the theme/topic of the thesis. and / or Supervisor (student choice) related to the theme / topic of the thesis.
2. Students compile an initial thesis proposal with the systematics described in CHAPTER 7 of the guidelines for preparing a thesis proposal.
3. Maximum one week after thesis registration (KRS) and submission of the initial thesis proposal will get a thesis supervisor.
4. Once you have a supervisor, you can start to consult the proposal and develop a thesis proposal based on the supervisor's guidance.
5. After the thesis proposal is considered feasible from the consultation results (min 7 times), the supervisor approves the thesis proposal to be disseminated.

The flow of submitting a research proposal can be seen in Figure 6.1 where students need several forms that have been provided on the Faculty of Computer and Engineering website (http://fkt.almaata.ac.id) as follows:

1.2 Thesis title and proposal submission form (FKT.SPI.01).

2.2 Thesis and proposal title change form (FKT.SPI.02).

3.2 Thesis title and proposal acceptance form (FKT.SPI.3).

4.2 Thesis Guidance Form (FKT.SPI.04)

5.2 Form for attending the proposal seminar (FKT.SPI.05).

Prodi will issue a thesis supervisor decree which is determined by the Rector and is valid for six (6) months after the results of the supervisor determination meeting. The decree will be given to students and supervisors. If there is an extension of the thesis time, then the extension

of the thesis supervisor decree can be extended for 6 months.

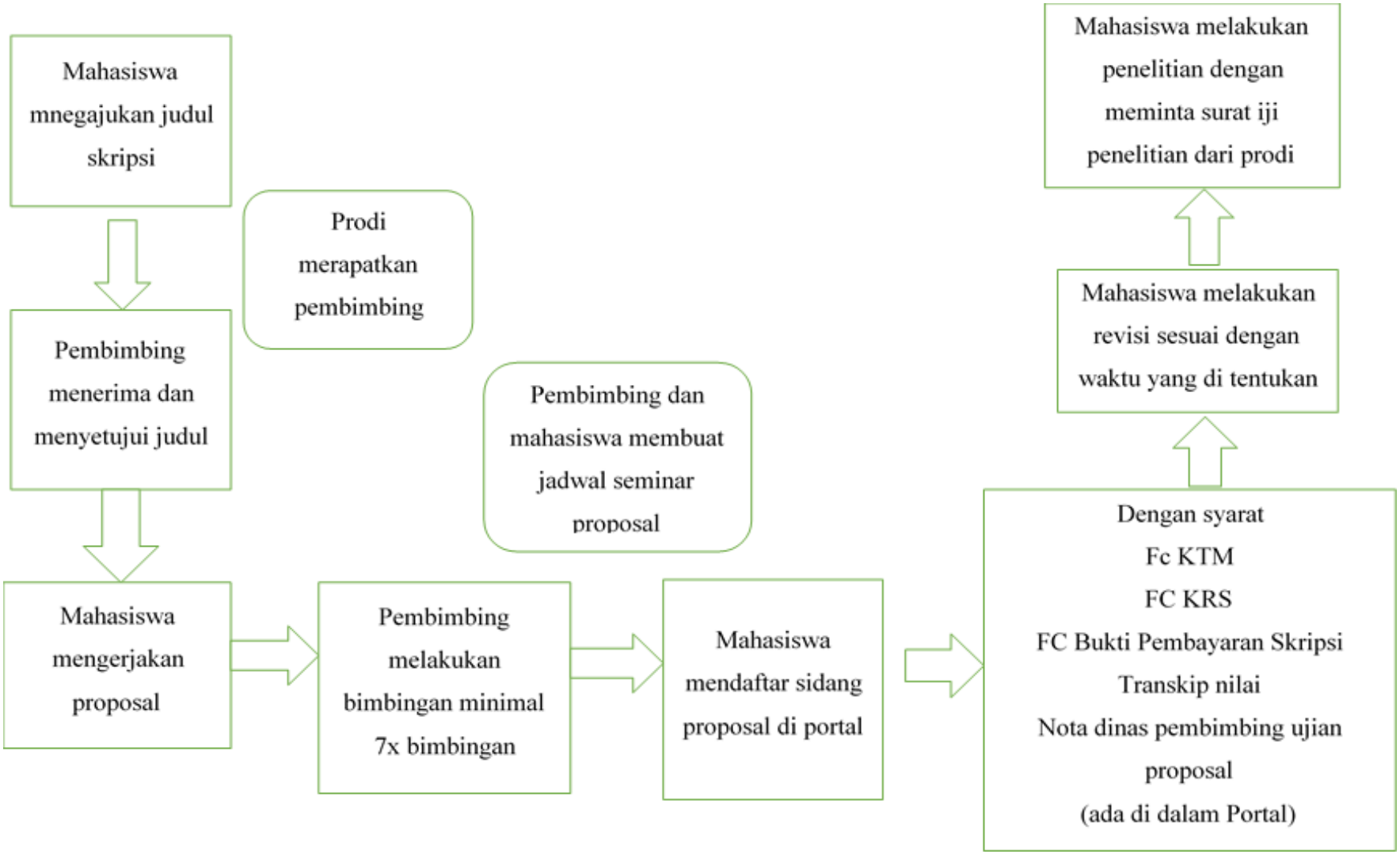

Figure 6.1 Flow of Thesis Proposal Preparation

6.2 ETHICAL CLEARANCE AND RESEARCH PERMISSIONS

6.2.1 ETHICAL CLEARANCE

Ethical Clearance is one of the requirements for students who conduct research related to health, humans, animals, other living things, so students are required to apply for *Ethical Clearance*, the requirements for submitting *Ethical Clearance are* as follows:

1. Cover letter from the P2M Coordinator of the study programme
2. Fill out the ethics worthy submission form (according to the format of attachment 13) and then submit it to the ethics committee secretariat.
3. 2 copies of the research proposal, containing Chapter I, Chapter III, and Bibliography (without Chapter II)
4. Explanation sheet and informed consent sheet for prospective research subjects (according to the format of attachment 14)
5. CV of the researcher (according to the format of attachment 15)
6. Research instruments (questionnaire/interview sheet/observation sheet)
    - Case report form (if applicable)
    - Brochure (if any)
7. Soft copy file in CD with title format: "researcher name_ research title_prodi_tahun".

6.2.2 RESEARCH PERMISSIONS

Research permits can be implemented after students go through several stages as follows:

1. Proposals that have been approved by the Board of Examiners and the Dean of FKT, then duplicate the number of licensing needs;
2. Cover letter from the relevant campus/prodi;
3. Introduction requirement from the study programme by showing that the proposal exam has been revised.
4. Apply for research permits in the Special Region of Yogyakarta (DIY), namely submitted to Bangkesbangpol (Kesatuan Bangsa dan Politik) District.
5. Bring a cover letter requesting research permission from the Study Programme to the agency related to research permits in accordance with the research location, with the research proposal attached.
6. If you have received a research permit from these agencies but the research title changes from the proposal, you must re-examine the proposal.

6.3 PROCEDURE AND FLOW OF THESIS IMPLEMENTATION

Of the three forms of thesis mechanisms, students have the right to a thesis trial and 2 times a thesis retrial. The flow of the thesis session for one thesis decree can be seen in Figure 5.1 The explanation of the Thesis Session flow chart in Figure 5.1 is as follows:

1. After completing the Proposal Writing course, students are required to print the Thesis Decree and take the Thesis course in the following semester.
2. Students have 6 months of validity period to complete the thesis and register for the thesis session. If the validity period of the thesis decree has expired (maximum 6 months) and the student has not registered for the session, then Prodi will register the student at the scheduled thesis session.
3. If the student does not pass the first Thesis Session, then the student must extend the SK TA to complete the Thesis and will be registered in the Scheduled Thesis Session (Re-Session / Second Thesis Session) which will be held within a maximum of 3 months from the first Thesis Session.
4. If the student does not pass the second Thesis Session (Retrial), then the student must again complete the Thesis and will be registered in the Scheduled Thesis Session (Retrial/Third Thesis Session) which will be held within a maximum of 3 months from the second Thesis Session.
5. If the student does not pass the third thesis session, then the student has time to complete the thesis report a maximum of 15 working days after the third thesis session to be declared graduation status by the supervisor with a maximum grade of C.
6. If the supervisor states that the student does not pass, then the student must submit a new Thesis Decree with a different Thesis Title in the next Semester.
7. If the student passes the first or second or third Thesis Session, then the student is required to complete the revision. The thesis is given in accordance with the rules in sub chapter 5.7.

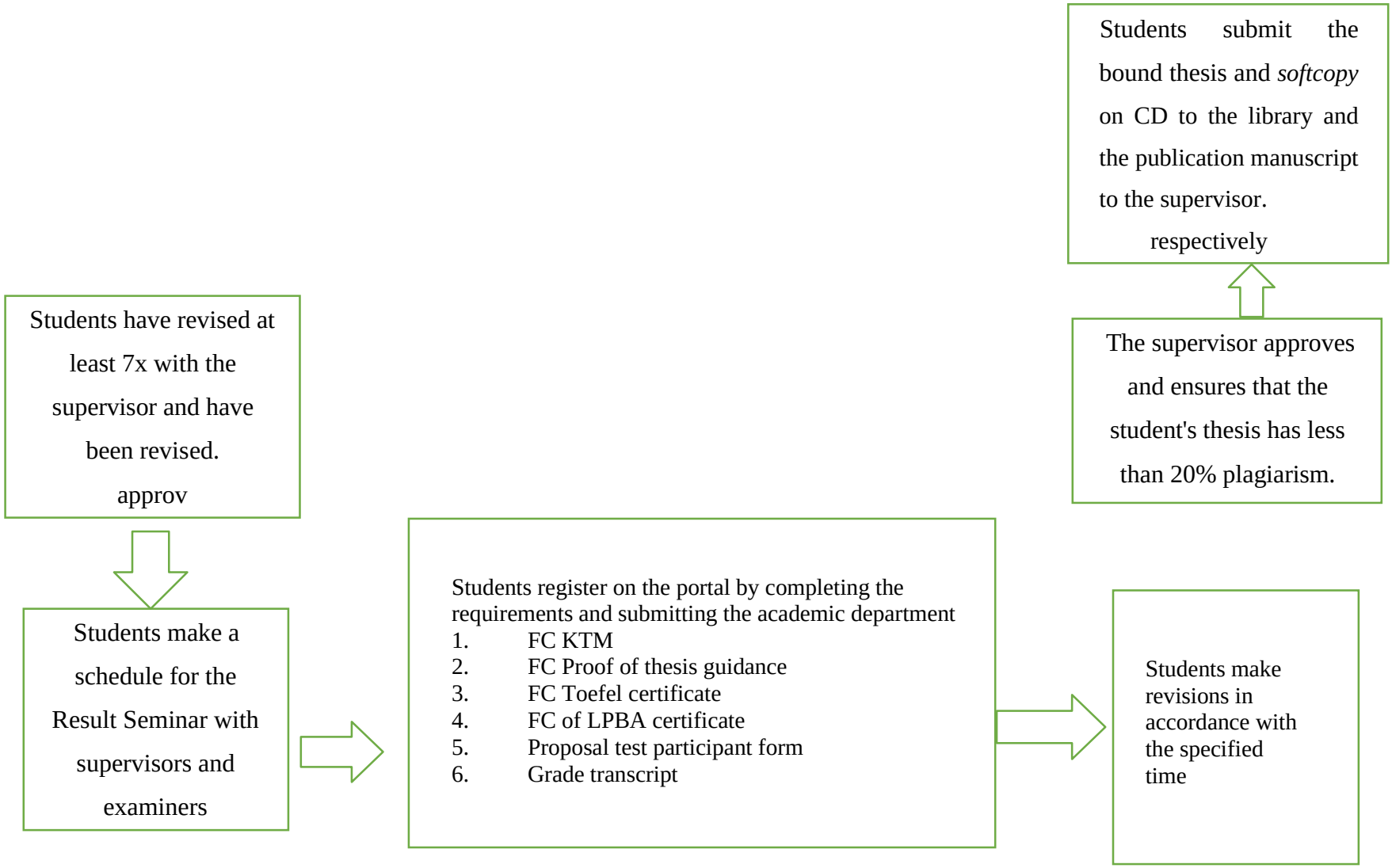

Figure 6.3 Flow of thesis submission

CHAPTER VII GUIDELINES FOR PREPARING A THESIS PROPOSAL

7.1 SYSTEMATICS OF PROPOSAL WRITING

The proposal contains a thesis plan/concept that will be worked on by students with the guidance of lecturers/practitioners. The proposal is written with scientific writing rules and can provide an overview of the topic/study material discussed, work plans and readiness in the thesis work. The contents of the thesis proposal to be submitted consist of 3 (three) parts as follows: Figure 6.3 Flow of thesis submission

Initial Section	Front Cover Page
	Proposal Approval Page
	Proposal Endorsement Page
	Table of Contents
	Table List
	List of Images
	Originality Statement
	Executive Summary
Contents	Chapter 1. Introduction
	1.1 Background
	1.2 Problem Formulation
	1.3 Problem Limitation
	1.4 Objectives
	1.4 Significance of Research
	Chapter 2. Literature Review
	2.1. Related Research
	2.2. *Theoretical Review A
	2.3. *Theoretical Review B
	2.4. Framework of Thought
	Chapter 3. Research Methodology
	3.1. Research design

	3.2. Data collection method
	3.3. Methods used
	3.4. Research Flow
	Chapter 4. Expected results
	4.1 Expected Outputs
	4.2. Thesis Implementation Schedule
Final Section	Bibliography
	Appendix

1. Initial Section

   This section includes the Front Cover Page, Proposal Approval Page, Proposal Endorsement Page, Table of Contents.

   a. The front cover page contains:

      1) The title of the thesis, the title is written briefly and clearly and gives a precise indication of the subject, object, and or variable to be studied. The title also does not cause other interpretations outside the problem under study.
      2) The purpose of the research proposal, namely to compile a thesis as a requirement to become an undergraduate degree (S1).
      3) The symbol of the institution, namely the symbol of Alma Ata University.
      4) Name and Student Identification Number, written in full without abbreviations. No titles or other titles may be included.
      5) At the bottom of the name is the Student Identification Number.
      6) The name of the Information Systems Study Programme, written clearly and in capital letters.
      7) The name of the Faculty, the Faculty of Computing and Engineering
      8) The name of the Institution, Alma Ata University.
      9) The location of the submission, Yogyakarta.
      10) Time of submission, i.e. the year in which the thesis was submitted
      11) Writing requirements

b. Approval page, the Supervisor Approval Sheet is intended as an Approval sheet from the First Supervisor. This sheet is prepared as a condition of registration for the Thesis Proposal Seminar.
c. The ratification page, Proposal Ratification Sheet is intended as evidence that the Thesis Proposal has passed the Thesis Proposal Seminar. This sheet is signed by the Chief Examiner, Member of Examiner I, Member of Examiner II, and the Dean of the Faculty of Computer.
d. Table of contents,
e. Table List
f. List of Images
g. Statement of Research Authenticity
h. Executive Summary (Abstract). A brief description of the things that will be done in the implementation of the Final Project (maximum 300 - 500 words) accompanied by a maximum of 5 keywords.

2. Contents

This section is the core part of the thesis proposal which contains plans/concepts written in four chapters, namely the introduction chapter, literature review chapter, research methods chapter, and thesis target chapter.

a. Introduction

The introduction contains things that encourage or things that are behind the importance of working on the thesis topic/theme. The components in this chapter include: (1) Background; (2) Problem formulation; (3) Problem limitation/scope; (4) Objectives and (5) Benefits. This chapter consists of:

1) Background, this section contains an argumentative problem statement related to the things or conditions that are behind the thesis. This problem statement determines the direction of the research to be carried out. In this section, at least an argumentative description is put forward that the thesis to be carried out is interesting, important, has significant benefits, or other reasons based on theoretical studies, empirical facts, certain applicable rules or standards, so that the research needs to be carried out.

2) Problem formulation, in this section students inventory research problems/variables that are summarised or inferred from the background of the problem. Research problems must be written in a declarative form (statement) that is firm and clear. The research problem is a formulation of the gap between the existing situation and the situation to be achieved. The formulation of the problem is generally made in the form of a specific, clear, concise and concise statement sentence which aims to be directed.
3) Problem limitation, in this section contains the variables to be studied and variables that are assumed to be constant parameters or parameters that are ignored. Problem limitation is also a narrowing of something that has enough aspects so that the aspects become fewer.
4) Objectives, must be in line with the formulation of the problem that puts forward the objectives to be achieved through the research process which is a description of the results to be achieved or answers to research problems. The form of the answer can be in the form of description, explanation, proof, application of a symptom, concept or conjecture, or making a clear and measurable model.
5) Benefits, in this section briefly and clearly describe the contribution of research results to the development of the fields of science, technology, art and or to solving development problems, and or to institutional development.

b. Literature Review

The literature review generally contains a description of the theoretical basis of the research in order to obtain conceptual legitimacy, a study or review of current theories, rules, or standards that can be used as a guide to the direction or basis of the research to be carried out. Related Research describes the development of previous research results that have been carried out by other researchers who have a connection with the current thesis. In this section, it can show unsolved or unanswered problems from previous research. The theoretical foundation is written clearly so that it is sufficient to provide a basis for the reader of the proposal to understand the terms/terminology, concepts and theories contained in the research.

c. Research Methods

Contains a description of the research methods used in the study in detail. The description may include variables in the research, the model used, research design, data collection and analysis techniques. It is also necessary to explain the approach used, the process of collecting and analysing information, the process of interpreting and concluding the research results. This section can be completed with a framework in the form of a flowchart image of the research steps or other images needed to clarify the research / study method.

d. Target Thesis

The schedule of activities contains details of each research activity in units of weeks. And journal article publication targets.

3. Final Section

This final section consists of a bibliography and other attachments such as research instruments (questionnaires, check lists, and so on).

a. Bibliography

1) Writing a bibliography includes writing books, articles or essays in scientific magazines and other publications or publications that are appropriate to use as a reference in writing a thesis.
2) The bibliography is arranged in alphabetical order without using sequential numbers.
3) The author's name in the bibliography is reversed.
4) Two or more sources are written by one person, publishing each source with the author's name as in writing the first source. The order in which the sources are mentioned is based on the year the book was published.
5) Further rules for writing the Bibliography can be seen in the Proposal and Thesis Writing Techniques Section.
6) Appendix (if any), contains information or information needed in the implementation of research such as Thesis Guidance Form, Research Permit Letter, Questionnaire, Inform consent, Proposal Examination Form, plagiarism-free statement, plagiarism checker report sheet, researcher cv etc.

Bibliography Example

a) Ludeman, L. C.. 1987. Fundamentals of Digital Signal Processing. Singapore: John

Wiley & Sons, Inc.

b) Ochoa H, and Rao K R. 2003. A Hybrid DWT-SVD Image-Coding System (HDWTSVD) for Colour Images. Systemics. Cybernetics and Informatics.1:2 64- 69

7.2 THESIS PROPOSAL SEMINAR

Students register for a thesis proposal seminar at the academic department at least H-3 of the approved seminar time by submitting the following documents:

a. Photo copy of KTM

b. Photo copy of last KRS

c. Certificate of passing 75% of the credit load

d. 1 copy of thesis proposal

e. Supervisor's official note

f. Proposal seminar approval form from supervisor

g. Proof of having attended the proposal seminar at least 5 times.

The proposal seminar was conducted with the following objectives:

a. Evaluate the feasibility of the proposed topic

b. Evaluate the appropriateness of the method/model used;

c. Provide suggestions for improvements to the proposal,

d. Measuring the realism of the thesis proposal to be completed on time

The proposal seminar is held openly with the following conditions:

a. Be present at least 15 minutes before the Thesis Proposal Seminar starts.

b. Attended by an audience of at least 5 students, at least in semester IV.

c. Proposal Seminar participants are neatly dressed with brightly coloured tops using alma mater suits, dark-coloured bottoms made of fabric not jeans (men: long pants, women: long skirts) and dark shoes.

d. Students bring a copy of the proposal to a number of proposal examiners

e. Students prepare presentation slides covering the thesis proposal with an estimated duration of 20 minutes

f. The thesis proposal seminar results in a decision with options including: Accepted, Accepted with improvements, or Rejected

g. Students whose Thesis proposal is declared **accepted**, can continue working on the Thesis by submitting the proposal to the Study Programme.

h. Students whose thesis proposal is declared **accepted with improvements** must improve the proposal by considering the results of the seminar, then if the improvements have been approved, they can continue working on the thesis by submitting the proposal to the Study Programme.

i. If the thesis proposal **is rejected**, the student must make improvements and re-consult with the examining lecturer and supervisor until it is ready to be resubmitted at the next proposal seminar period. next.

CHAPTER VIII THESIS PREPARATION GUIDELINES

8.1 THESIS REPORT SYSTEMATICS

Initial Section	Front Cover Page
	Inside Cover Page
	Approval Page
	Endorsement Page
	Research Authenticity Statement Page
	Publication Approval Statement Page
	Acknowledgements
	Abstract
	Table of Contents
	Table List
	List of Images
	List of Appendices
Contents	Chapter 1. Introduction
	Background of the Problem
	Problem Formulation
	Problem Limitation
	Research Objectives
	Research Benefits
	Chapter 2. Literature Review
	Related Research

	*Theory A
	*Theory B
	Chapter 3: Research Methods
	Data Collection Methods
	Analysis method used
	Chapter 4: Results and Discussion
	Research Results
	Analysis and Discussion
	Chapter 5. Closure
	Conclusion
	Advice
Final Section	Bibliography
	Attachment

1. Chapter 1 Introduction

   This chapter introduces the subject matter and problems studied, and demonstrates their importance and validity. The introduction is the first part of the thesis and allows the reader to get an overview of your thesis. It also acquaints the reader with the thesis topic, explains the basic points of the research and indicates the direction of your research. The introduction sets out the hypotheses to be tested (if applicable) and the research objectives to be achieved. It is important to remember that the research objectives stated in the thesis must match the research findings. Failure to do so may result in a recommendation by the examiner to conduct additional studies in order to fulfil the stated objectives.

2. Chapter 2 Literature Review

   This section includes a critical and comprehensive review of the literature relating to the thesis topic. It is intended to act as a basis for the experimental and analytical part of the thesis. The literature chosen should be up-to-date, logically analysed and synthesised. It is not just a summary of the works of different authors. It is a critical analytical summary and synthesis of the current knowledge of a topic.

As such, it should compare and connect different theories, findings, etc. rather than simply summarising them one by one.

In addition, the review should have a specific focus or theme. It does not have to be an exhaustive account of everything published on the topic, but it should discuss all the important academic literature that is critical to that focus. The review should provide a digest of any relevant books or findings from journal articles, explaining how they relate to the topic and showing why answering the research question is not enough. Textbook material on basic principles or theories should be kept to a minimum.

3. Chapter 3 Research Methodology

This section varies from thesis to thesis depending on the discipline of study, and may not be present in a theoretical thesis. It contains a description and justification of the material, theoretical approach, experimental design and methods (including statistical analyses) used to achieve the objectives of the study conducted. It may include, but is not limited to, a description of the methodology, theoretical development, fundamental philosophical foundations, experimental design and description of standardised procedures. The materials and methods used in the study should be described in detail and concisely so that the reader can replicate the experiment with only the information contained in this section.

4. Chapter 4 Results and Discussion

This section presents a full description of the results obtained in the research in the form of text, figures or tables so that key information is highlighted. The same set of results or data should not be presented in more than one format (e.g. as tables or figures, but not both). It may be presented as a single chapter, divided separately into appropriate sections or in two or more chapters to include data analysis and presentation. If results are placed in a single chapter, sub-headings may be used to demarcate different aspects of the study. The results should be interpreted, but extensive references to other relevant work should not be included. This section bridges the data presented or described in the previous sections, and contains analyses or interpretations of the results obtained, and conclusions drawn. Students should discuss these results in relation to

hypotheses (if applicable) or objectives set out in the Introduction, and how the results fit into the existing or current body of knowledge. The significance and implications of the main findings should be made clear.

5. Chapter 5 Conclusion, suggestions and further research

   This chapter contains a brief summary of the overall work, including methods, results and key conclusions/recommendations that emerged from the work. This chapter is important because it illustrates the importance of the research and emphasises the findings on which conclusions or inferences are drawn that are in line with the set objectives, acknowledges limitations, and suggests further research that could be done on the topic. The summary can be written in a single section or separately numbered sections. Suggestions for future work are often included along with the research contribution.

   It is acceptable for individual chapters to stand alone, including their own introduction, methods, results and discussion, as is often the case when each chapter is submitted for publication. However, in such a thesis, a broader introduction to the overall thesis should be included to tie the chapters or sections together and to provide a framework for the overall thesis.

8.2 N WRITING FORMAT

8.2.1 General Terms of Writing

1. Paper Size Manuscripts are printed on A4 (210x297 mm) standard 80 gr/m white HVS paper[2] and are not reversible.
2. The cover of the thesis report is bound in book form with a navy blue hardcover with gold ink writing.
3. The complete manuscript of the Thesis is prepared in standard Indonesian, in accordance with the provisions of refined Indonesian spelling. If the writing is in English, the spelling and grammar guidelines follow the spelling and grammar system based on US/British English types.
4. The use of personal pronouns (I, me, us, them, etc.) is avoided, and Indonesian terms are used wherever possible. Sentences used in

Manuscript writing is active voice, and if for some reason, it is necessary to use foreign terms or regional terms, these terms must be italicised consistently.

5. Avoid writing that only lists definitions, theorems, etc., and each paragraph should have continuity.

Some of the following rules of writing need to be considered in writing a thesis paper.

a. The conjunctions "then", "so", "whereas" must not be used at the beginning of a sentence.
b. The translation of the words *"where"*, *"when"*, and *"of"* in English must be translated appropriately, in accordance with standard Indonesian.
c. It should be noted that the writing of the prefixes "ke" and "di" is different from the writing of "to" and "di" as prepositions.
d. Word beheading must be done carefully, in accordance with the rules of correct Indonesian writing.
e. Numbers that begin a sentence must be spelt out, for example: Five characteristics of online media.
f. Symbols or formulae are not allowed at the beginning of a sentence.
g. Punctuation and writing follow the Improved Spelling.

8.2.2 Typeface and Paragraph

1. Manuscripts are typed on a computer with a line spacing of 2 using Times New Roman font size 12 pt, except on the cover page in accordance with the established rules.
2. The abstract is typed 1 space using Times New Roman font size 10 pt.
3. Foreign terms are italicised.
4. Headings and subheadings are in bold.
5. There is a space of 3 spaces between the chapter title and the beginning of the body of the paper.
6. The numbering of chapters and sub-chapters is presented using a dotted Arabic numeral structure. The numbering of sub-chapters is a maximum of 4 numbers.
7. The beginning of the body paragraph is written *indented* (*first line indent*) by 10 mm (1 cm).

8.2.3 Numbers and Units

1. When writing numbers with numerals, if the number is less than ten or the number is at the beginning of a sentence, then the number must be written with letters.
2. Decimal numbers are marked with commas instead of periods.
3. Units are expressed with official abbreviations without periods and lower case letters, for example: m, mg, kg and cal.

8.2.4 Writing and Numbering Format

The writing format with typing boundaries is as follows:

1. Left edge: 4 cm
2. Top edge: 4 cm
3. Right edge: 3 cm
4. Bottom Edge: 3 cm

Page numbering follows the following rules:

a. Page numbers from the inside cover page to the list of appendices page are placed in the centre of the bottom of the page using small Roman numerals.
b. Page numbering outside the pages mentioned in point 1, is done by using Arabic numerals placed in the upper right corner, except on chapter pages, page numbers are placed in the centre of the bottom of the page.
c. If in the writing of the manuscript there are details that must be arranged downwards, use sequential numbers with numbers or letters according to the degree of d e t a i l . The use of connecting lines (-) or other bullet marks is not allowed.

8.2.5 Chapter, Subchapter and Subsection Headings

1. Chapter titles should always be written at the beginning of a new page, written in all capital letters and bold, and arranged so that they are symmetrical, 4 cm from the top edge without ending with a period. Chapter numbers are written in large Roman numerals.

2. Subsection headings start from the left margin, all words begin with a capital letter, except for conjunctions and prepositions, and all are in bold. The first sentence after the subchapter heading begins a new paragraph. Subchapter numbers are written with Arabic numerals.
3. Subsection headings start from the left margin, are in plain print (not bold), with only the first letter capitalised. The first sentence after subchapters begins a new paragraph.

8.2.6 Tables, graphs, figures and equations (Formula).

Tables, graphs, figures and equations should be written symmetrically with respect to the left and right margins.

1. Table terms
    a. The table name is placed above the table.
    b. If the table exceeds one page, the table on the next page must have a table head.
    c. If the table is arranged across the height of the paper (landscape), the head of the table should be placed on the left.
    d. If the table is larger than the size of the paper and must extend beyond the size, the table can be folded, or the font size reduced to 8 pt.
    e. Tables taken from other sources must be cited, with the author's name and year of publication. The source is written below the table, left justified.

Example of Table Presentation

Table numbering starts with the chapter number and table number in the order of appearance. For example, Table 2.1 means the 1st table in Chapter II. How to refer to the text, for example "Table 2.1 shows the results of grouping *usability* criteria on *e-government websites* based on literature studies".

Table 2.1 The results of grouping the *usability* criteria of *e-government websites*

No.	Criteria	Sub criteria
1	*Accessibility*	*Accessibility errors, broken links*
2	*Speed*	*Load time, response time, size*
3	*Ease of use*	-
4	*Errors*	*Frequency of errors*
5	*Site content*	*Backlinks, page rank*

2. Terms of Graphics and Images
    a. The name of the graph or figure is placed below the graph or figure, using 1 space, alignment centre.
    b. If the graph or figure is arranged across the height of the paper (*landscape*), the title of the graph or figure should be placed on the left.
    c. The scale on the graph should be made for easy interpolation and extrapolation.
    d. Figures and graphs quoted from other sources must be acknowledged by stating the author's name and year of publication. Sources are written below the table, left justified.

Example of Image Presentation

Image numbering starts with the chapter number and image number in the order of appearance. For example, Figure 3.1 means the 1st figure in Chapter III. How to refer to the text, for example "Figure 3.1 shows the usability laboratory room".

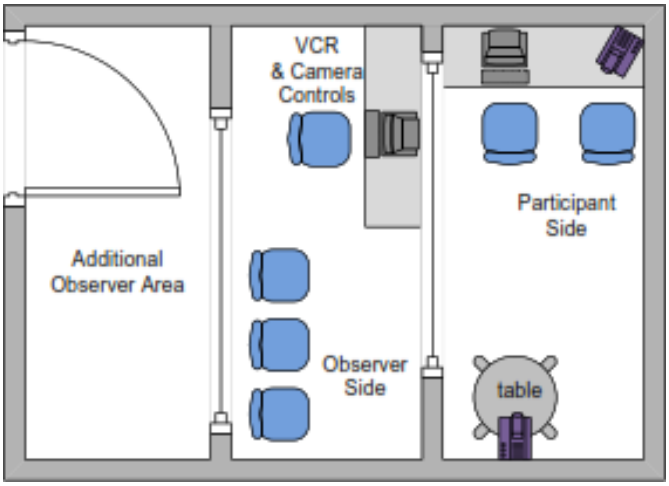

Figure 8.1 Usability lab room

3. Terms of Equation (Formula).

   Sequence numbers of equations in the form of mathematical formulas, chemical reactions, etc. are written with Arabic numerals in brackets and placed near the right margin. Writing formulas must use formulae (not snippets of images).

Formula Presentation Example

Formulas are written using equation *software* available in Ms Word, or other word processing tools. The formula numbering starts with the chapter number and the formula number in the order of appearance. For example, (3.2) means the 2nd formula in Chapter II I.

Research conducted by [3] defines fuzzy numbers A on the set R

into a triangular fuzzy number with membership function μA(x): $R \rightarrow [0,1]$ equal to (3.2).

$$_{A}(x) = \begin{cases} \dfrac{(x - 1)}{(m - 1)}, x \in [l, m] \\ \dfrac{(u - x)}{(u - m)}, x \in [m, u] \\ 0, lainnya \end{cases} \quad (3.2)$$

with $l \leq m \leq u$, l and u stand for lower and upper values in favour of A, and m is the middle value.

Theorem:

Theorem 2.2 Let *V and W be normed spaces over the field F. If V is finite-dimensional, then every linear mapping from V to W is continuous*.

Definition:

Definition 2.2 Let *V and W be vector spaces over the field F. The mapping* $T: V \cup W$ is *said to be linear, if for every* $x, y \subset V$ *and* $\alpha \subset F$, $T(x+y)=T(x)+T(y)$ *and* $T(\alpha x)= \alpha T(x)$.

8.2.7 Bibliography Writing

The writing of the bibliography refers to the IEEE system. This system uses a numbering method (giving numbers) that is sequential in its first appearance to show library references (citations). The appearance of the reference source is done sequentially in the bibliography using the number according to its appearance as a citation in the text. Meanwhile, the writing of the reference uses "[]" which is filled with the library number in the bibliography.

Example:

There are 10 principles of human and computer interaction, one of which is consistency [1]. Research [13] revealed that software quality is an important aspect for developers and users.

Bibliography format:

1. Books

   Author, "Chapter Title", in Book Title, edition. Publisher City: Publisher Name, Year of Publication, Chapter x, Subchapter x, pp. xxx-xxx

   There is no maximum year of publication rule for references from books or textbooks. If the type of book used as a reference is a textbook, then the minimum number of pages of the textbook is 80 pages.

   Example:

[3] B. Stanley, et al., C++ Primer, Fourth Edition, Massachusetts: Addison Wesley Professional, 2005.

2. Seminar Article

   Author, "Paper Title," in Name of Seminar of Conf., City of seminar, Abbrev. State (if applicable), Year, pp. xxx-xxx.

   Seminar articles that can be used as references are a maximum of 5 years old before thesis writing.

   Example:

   [1] Sutikno, "Development of Data Mining in Business" in Seminar Nasional Informatika INFORMATIKA, ST3 Telkom - JICA Purwokerto, 2010. pp. 56-70.

3. Journal

   Author, "Paper Title", Abbrev. Periodical Title, vol. X, no. X, pp. xxx-xxx, Abbrev.Month, year.

   Journals that can be used as references are a maximum of 10 years old before writing the thesis.

   Example:

   [1] R. E. Kalman, "New results in linear filtering and prediction theory," J. Basic Eng., ser. D, vol. 83, pp. 95-108, Mar. 1961.

4. Online source

   Author. (year, monthdate). Title (edition) [Tipemedia]. Available: http://www.(URL).

   Example:

   [1] Koza, John.(2001, Nov.8) Operators of Genetic Algorithm [online].Available: http://www.cs.felk.cvut.cz/~xobitko/ga/operators.html.

5. Thesis

   Author, "Thesis/Thesis Title," M.S. Thesis, Abbrev. Dept., Abbrev. Univ., City of Univ., Abbrev. State, year.

8.3 DISCUSSION

Students register for the Thesis Examination to the academic department at least H-7 of the approved examination time by submitting the following documents:

1. Photo copy of KTM
2. Photo copy of last KRS
3. A certificate of freedom from theory, with no E grades, and or a maximum number of D grades of 3 of the SKS load, and a minimum GPA of 3.00 (three point zero).
4. 3 copies of photo copy of thesis manuscript
5. Approval letter for thesis examination from thesis supervisor
6. Evidence of having conducted thesis guidance by including a thesis guidance card
7. Non-plagiarised statement letter
8. Examination team appointment sheet by caprodi
9. Approval sheet for the examination time that has been approved by the examination team
10. Collecting publication manuscripts

The thesis examination is held behind closed doors with the following conditions:

a. Be present a maximum of 15 minutes before the Thesis Examination begins.
b. Proposal Seminar participants are neatly dressed with brightly coloured tops using alma mater suits, dark-coloured bottoms made of fabric not jeans (men: long pants, women: long skirts) and dark shoes.
c. Students bring a thesis manuscript as a student handbook during the exam.
d. Students prepare presentation slides covering the thesis report with an estimated duration of 20 minutes
e. The thesis proposal seminar results in a decision with options including: Pass, Pass with improvement, or Not Pass.

f. Students whose Thesis is **passed**, can continue to validate and bind the Thesis by submitting the report to the Library.
g. Students whose Thesis is **passed with improvement** must improve the report by considering the exam results, then if the improvement has been approved, they can continue to validate and bind the Thesis by submitting the report to the Library a maximum of 1 month after the exam and submitting the research publication manuscript to the supervisor.

If the thesis proposal **does not pass**, the student must make improvements and re-consult with the examining lecturer and supervisor until it is ready to be re-discussed.

Form for submission of thesis title and proposal (FKT. SPI.01)

FACULTY OF COMPUTER AND
ENGINEERING ALMA ATA UNIVERSITY
YOGYAKARTA

Jl. Brawijaya No.99, Jadan, Tamantirto, Kasihan sub-district, Bantul, Yogyakarta 55183

Tel. (0274) 4342288

THESIS TITLE SUBMISSION FORM

Name:

NIM :

Prodi:

Semester:

Proposed title*)

1. .....

.....

..... 2.

.....

.....

..... 3.

.....

.....

Accepted title:

1. .....

.....

..... Thesis Supervisor

(.....)

Thesis and Proposal Title Change Form (FKT. SPI.02)

FACULTY OF COMPUTER AND
ENGINEERING ALMA ATA UNIVERSITY
YOGYAKARTA

Jl. Brawijaya No.99, Jadan, Tamantirto, Kasihan sub-district, Bantul, Yogyakarta 55183

Tel. (0274) 4342288

THESIS TITLE CHANGE FORM

Name:

NIM :

Prodi:

Semester:

Previous Title*)

1. .....
   .....
   .....

Latest Title:

2. .....
   .....
   ..... Thesis Supervisor

(.....)

Thesis Title and Proposal Acceptance Form (FKOM.SPI.03)

FACULTY OF COMPUTER AND
ENGINEERING ALMA ATA UNIVERSITY
YOGYAKARTA

Jl. Brawijaya No.99, Jadan, Tamantirto, Kasihan sub-district, Bantul, Yogyakarta 55183

Tel. (0274) 4342288

THESIS TITLE OR PROPOSAL APPROVAL FORM FACULTY OF COMPUTER AND ENGINEERING ALMA ATA UNIVERSITY

I, the undersigned:

Name :

NIM :

Study Programme :

that based on the results of discussions with the Academic Supervisor (DPA), the proposed thesis title that has been approved to continue its preparation into a research proposal is:

Thus this approval is submitted, thank you for your attention. Sincerely,

(.....)

Approved on date: .....

By: Supervisor, (. .....)

Appendix 4 Example of Research Proposal Title Page

MAKING A BUSINESS INTELLIGENCE (BI) DASHBOARD TO MONITOR STUDENT GRADUATION IN COURSES WITH THE PURESHARE METHOD

Research Proposal Prepared as a Thesis Preparation Requirement to Obtain a Bachelor Degree (S1)

Submitted by

NAME OF STUDENT

NIM

STUDY PROGRAMME .....

FACULTY OF COMPUTER AND ENGINEERING ALMA ATA UNIVERSITY YOGYAKARTA

YEAR

Appendix 5. Proposal Approval Sheet

APPROVAL SHEET

Thesis Proposal

MAKING A BUSINESS INTELLIGENCE (BI) DASHBOARD TO MONITOR STUDENT GRADUATION IN COURSES WITH THE PURESHARE METHOD

Submitted By:

STUDENT NAME NIM

Eligible and Approved for Dissemination in the Study Programme .....

Faculty of Computer and Engineering, Alma Ata

University Yogyakarta, ...

Advisor

.....

NIK.

Proposal endorsement sheet

ENDORSEMENT SHEET

Thesis Proposal

MAKING A BUSINESS INTELLIGENCE (BI) DASHBOARD TO MONITOR STUDENT GRADUATION IN COURSES WITH THE PURESHARE METHOD

Prepared and compiled by: STUDENT

NAME

NIM

Has fulfilled the requirements and was approved for research on Date.....

Chief Examiner

Date

.....

.....

Knowing, Head

of Study Programme

.....

Example of Thesis Title Page

MAKING A BUSINESS INTELLIGENCE (BI) DASHBOARD TO MONITOR STUDENT GRADUATION IN COURSES WITH THE PURESHARE METHOD

Prepared as One of the Requirements for Obtaining a Bachelor's Degree in Computer Science

Written by NAME

OF STUDENT

NIM

STUDY PROGRAMME.....

FACULTY OF COMPUTER AND ENGINEERING

ALMA ATA UNIVERSITY

YOGYAKARTA

YEAR

Appendix 8. Proposal Approval Sheet

APPROVAL SHEET

DESCRIPTION

MAKING A BUSINESS INTELLIGENCE (BI) DASHBOARD TO MONITOR STUDENT GRADUATION IN COURSES WITH THEURESHARE METHOD

Submitted By:

STUDENT NAME

NIM

Eligible and Approved for Dissemination in the Study Programme .....

Faculty of Computer and Engineering, Alma Ata University, Yogyakarta, ...

Advisor

..... NIK.

Appendix 9. Example of Thesis Ratification Sheet

ENDORSEMENT SHEET

DESCRIPTION

MAKING A BUSINESS INTELLIGENCE (BI) DASHBOARD TO MONITOR STUDENT GRADUATION IN COURSES WITH THE PURESHARE METHOD

Prepared and compiled by:

STUDENT NAME

NIM

Has been defended in front of the Board of Thesis

Examiners on Date.....

And declared to have been accepted by the Study Programme .....

Alma Ata University Faculty of Computer and Engineering

Chief Examiner

Date .....

Member of Examiner I

Date

.....

.....

Member of Examiner II

Date

.....

.....

Knowing,

Dean of the Faculty of Computer and
Engineering, Alma Ata University

.....

Appendix 10. Manuscript Endorsement Sheet

ENDORSEMENT SHEET

Publication Manuscript

MAKING A BUSINESS INTELLIGENCE (BI) DASHBOARD TO MONITOR STUDENT GRADUATION IN COURSES WITH THE PURESHARE METHOD

By:

STUDENT NAME NIM

17310001

Has been disseminated and defended in front of the Board of Examiners to obtain the degree of Bachelor / Associate Expert

.....

On .....

Knowing,

Head of Prodi .....Supervisor

(.....) (.....)

Proposal and Thesis Guidance Form (FKOM.SPI.04)

FACULTY OF COMPUTER AND
ENGINEERING ALMA ATA UNIVERSITY
YOGYAKARTA

Jl. Brawijaya No.99, Jadan, Tamantirto, Kasihan sub-district, Bantul, Yogyakarta 55183

Tel. (0274) 4342288

Proposal and Thesis Guidance Form

Name	:	
NIM	:	
Prodi	:	
Advisor	:	
Title	:	
Student Discussion:		
Mentor Discussion:		

Date	**Student signature**	**Supervisor's signature**

Form for students participating in the proposal seminar (FKOM. SPI.05)

FACULTY OF COMPUTER AND ENGINEERING ALMA ATA UNIVERSITY YOGYAKARTA

Jl. Brawijaya No.99, Jadan, Tamantirto, Kasihan sub-district, Bantul, Yogyakarta 55183

Tel. (0274) 4342288

STUDENT ATTENDANCE AT THE PROPOSAL SEMINAR

Name:

NIM:

Prodi:

NO	NAME TESTED STUDENTS	THESIS/KTI TITLE	TTD CHAIRMAN OF THE BOARD OF EXAMINERS

Yogyakarta, ...21
Student Name Academic Supervisor

.....

Appendix 13. Sample Informed Consent Sheet

APPROVAL LETTER

(INFORMED CONSENT)

I am the undersigned:

Name :

Age :

Address :

Stating that:

1. I have had everything about the research explained to me:

..... (Filled in Research Title)

2. After I understand the explanation, with full awareness and without coercion from anyone willing to participate in this research with conditions:

a) The data obtained from this research will be kept confidential and only used for scientific purposes.

b) If I wish, I may decide to withdraw from the study without having to give any reason.

Yogyakarta, ...20...

ResearcherSubject

(.....) (.....)

Appendix 14. Example of Research Authenticity Statement

STATEMENT OF RESEARCH ORIGINALITY

I am the undersigned:

Name :

NIM :

Study Programme:

Faculty :

I hereby declare that the thesis entitled ..... "" is the work of the researcher himself, and there are no works or opinions that have been written or published by others except those written in this manuscript and mentioned in the bibliography in accordance with the criteria of standard scientific writing ethics. If in the future it is proven or can be proven that this thesis is the work of others, I am willing to accept any risks and consequences.

Thus I make this statement hopefully it can be used properly.

Yogyakarta, (*date/month/year*)

The person making the statement,

Stamp

(... .....)

Example of Plagiarism Free Certificate

PLAGIARISM-FREE CERTIFICATE

The undersigned:

Name :

Study Programme :

Hereby declare that the paper/thesis:

Name :

NIM :

Study Programme :

Research title:

The work has been checked with plagiarism check software at the proposal / final result stage with similarity results of 17% (Seventeen Percent) and passed. (The requirement to pass is ≤ 20%)

Yogyakarta, ...

Knowing,

Dean of the Faculty of Computer, Alma Ata University	Supervisor
(.....)	(.....)

Appendix 16. Example of Statement of Publication of Scientific Work

STATEMENT OF PUBLICATION OF SCIENTIFIC WORK

The undersigned:

Name of Thesis Supervisor :
Study Programme :
Faculty :

Hereby declare that the Scientific Paper / Thesis:

Student Name :
NIM :
Study Programme :
Research Title :

I will publish the scientific paper/thesis: (√ choose one)

- Journal (Indonesian Journal of Business Intelligence - IJUBI)
- Alma Ata University library repository

Thus I make this statement truly and hopefully it can be used properly.

Yogyakarta, ...

Thesis Supervisor

(.....)

www.almaata.ac.id