



Thesis title

Possible subtitle

Bachelor's / Master's Thesis

Name of the Degree Programme

Semester and year of acceptance

First name Family name

Koulutus Koulutuksen nimi
Tekijä Nimi
Työn nimi Opinnäytetyön nimi
Ohjaaja Nimi

Vuosi 20xx

Kirjoita tiivistelmään opinnäytetyösi pääasiat kokonaisiin virkkein. Kerro työsi tavoite, tausta, keskeinen sisältö, tulokset, johtopäätökset, yhteenveto jne. Muista tuoda esille myös mahdollinen toimeksiantaja.

Tiivistelmän pituus on 1 sivu.

Avainsanat Kirjoita 3–5 työtäsi kuvaavaa avainsanaa. Käytä hyväksesi esim. yleistä asiasanastoa (YSA)

Sivut XX sivua ja liitteitä XX sivua

Please note: If Finnish is not the language of your primary and secondary education, you don't need to write the Finnish abstract. In that case, you may delete this page.

DP Name of the Degree Programme

Author Name

Year 20xx

Subject Thesis title

Supervisors Names

Start writing here. The abstract summarises the main contents of your thesis in complete sentences. It should include the aim(s), background, main contents, the outcome(s), and the conclusion of the thesis. Do not forget to mention the commissioner of your thesis if you have one.

The abstract should be no more than one page in length.

Keywords Write 3–5 keywords describing your thesis.

Pages XX pages and appendices XX pages

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Delete headings (Figures, Tables, Equations and Appendices) if they do not have any content. Delete examples and this sample text.

1 First Level Heading (Heading 1)

This is a layout template for thesis reports, containing predefined margins, line spacing, hyphenation, border alignment, and paragraph styles (Normal, Perusteksti for the body, Heading 1, Heading 2, Heading 3, List Paragraph, etc.). The table of contents is predefined as well and will be generated automatically if you use the heading styles correctly. Do not change any of the settings or styles.

Always use the desktop version of Microsoft Word, for Word Online has fewer formatting options than the desktop application. For example, the headings, tables of contents, and references work only in the desktop application.

You can find verbal instructions for using the thesis template from [Instructions for Using HAMK Thesis Template](#). In addition, Kaltura has video instructions for logged-in users. You can find them in the menu Service Instructions > Thesis Instructions.

There should not be any subheadings within the introduction.

1.1 Second Level Heading (Heading 2)

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If there are subheadings under the main heading, there must be at least two. This applies to headings at all levels.

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Make sure there is enough content under each heading, at least one paragraph with several lines.

1.2.2 Third Level Heading (Heading 3)

Make sure there is enough content under each heading, at least one paragraph with several lines.

2 First Level Heading (Heading 1)

The thesis may include images, tables, and equations. This chapter gives basic instructions for adding them to the document. More instructions can be found [on the website](#).

Avoid presenting information only with images, as screen readers and search engines cannot interpret the contents of images. From their perspective, an image is non-existent unless its contents are described verbally. Provide a description of the main content of the image in the alternative text or within the surrounding text. If the image does not add any information to your text, mark it as decorative.

Do not attach tables or equations to your thesis as images. Instead, import the content in its original form so it can be read with different devices and assistive technologies.

Align the visuals (figures, tables, and equations) with the text. Choose the visual, select Wrap Text and In Line with the Text. Add numbered captions to all the visuals. Choose the figure, table or equation, and Insert Caption.

Refer to the figures, tables, and equations with their caption numbers within the text and explain their contents. This is an example of a figure and how to refer to it:

The thesis's supervision, administration and documentation take place in the Wihi system. Figure 1 shows its logo.

Figure 1. The logo of the Wihi system (Eduix, n.d.)



When adding tables, add alternative text to make the content accessible to all users. This alternative text describes the table's contents to the screen reader, enabling the user to decide whether to go through the table cell by cell. To add alternative text, right-click the table and select Table Properties > Alt Text.

Ensure the table does not have merged cells and its contents are in the correct order. Check that the table has a header row by selecting the table. (Select the table and go to the main ribbon at the top of the page > Structure of the Table > Header Row).

The table caption should be placed above the table. Make sure to refer to the table in the text before it appears. The effect of the thickness of ice on timber transport is described in Table 1.

Table 1. The effect of the thickness of ice on timber transport (Centre for Occupational Safety, n.d.)

Effective thickness of ice, cm	Maximum permissible weight of the combination vehicle, tonnes
20	2,0
40	7,0
60	17,0
160	31,0

Create equations with the Equation Tool. You can convert a text equation to a Word equation by selecting the equation you want to convert and clicking Insert > Equation on the toolbar. The Equation Tool makes it easy to create mathematical notations, such as numbers in different indices and letters used in equations.

Similarly to figures and tables, an equation requires a caption above it.

Equation 1. The equation derived from the theory of relativity.

$$E = mc^2$$

References

Format the references using the Bibliography style. Delete this text. Update the bibliography below.

Centre for Occupational Safety. (n.d.). *Puutavaran kuljetus jäällä*.

https://ttk.fi/tyoturvallisuus_ja_tyosuojelu/toimialakohtaista_tietoa/maatalousalat_ja_metsaala/turvallinen_tyoskentely_metsatoissa/puutavaran_kuljetus_jaalla.6730.news

Eduix. (n.d.). *Wihi logo [image]*. Eduix. <https://eduix.fi/tuotteet-ja-palvelut/wihi/>