

**University of Bahrain
Deanship of Graduate
Studies & Scientific Research**



**جامعة البحرين
عمادة الدراسات العليا والبحث العلمي**

Thesis Writing Guide Handbook

2018 Edition

Introduction:

Scientific research has been an extensive and honest effort in the path to human knowledge throughout human history. Through conducting research, a researcher attempts to elevate the human self through the documentation of some scientific issues, or by solving some scientific problems in various fields. The essence of research is guided by objectivity and strict integrity far from human desires and prejudgments. Prestigious universities are well recognized by their devotion to scientific research which contributes to the development of society at large on one hand, and connects the university and the community to other universities and communities on the other.

Theses at the Doctoral and Master's level are considered one of the main branches of scientific research and are also considered the most important element for setting out a scientific atmosphere at the university level which should be felt by the students and faculty members alike. The purpose of writing theses is to provide the postgraduate student with the necessary experience of citing authors and researchers and know the methodology they use in their books and publications in addition to giving the postgraduate student the opportunity to acquire the skills needed to research, writing, and classification of information. Theses at the postgraduate level, whether Master's or Ph.D., should serve as unique additions to knowledge, with specific reference to its results, analyses, and recommendations.

General Thesis Regulations, Specifications & Format

General Thesis Regulations:

Thesis Writing:

The thesis is purely the work of the student. Therefore and under no circumstances, the student must not entrust any party to write the whole thesis or any part of it. If a student is proven to have done so, the act will be considered illegal and scientifically unethical. In scientific norms, it is also considered cheating and the student will be subject to disciplinary action which may lead to dismissal.

Plagiarism:

Plagiarism is to get credit for a piece of work written by other author(s) and presenting it as one's own original work. This act is considered illegal and violates the academic and ethical norms. Students committing plagiarism will be subject to disciplinary action which may lead to being dismissed from the university. Therefore, students should adhere to the following:

- Proper incorporation of materials by other authors:

In case of incorporating a copyrighted, intellectual work of another author, the student should obtain the written consent of the owner of the material in order to properly incorporate it in his/her work. Failing to obtain such consent means violating the intellectual property rights and publishing laws. The student may also be subject to legal questioning. The university bears no responsibility whatsoever in regards to any legal procedure which may be the result of this violation.

- Commitment to document sources of information:

In the thesis, a student must document all information, data, and quotations that are not the student's own original work by properly mentioning its original source using the appropriate bibliographic documentation. Failure to comply with this regulation will result in a student investigation and the refusal of the thesis.

- With the availability of electronic search and data sources:

It is easier to copy and paste information and to mention the author(s). However, the amount to be copied from other authors must not exceed 10%; otherwise, it is considered plagiarism.

Thesis publication:

In case the thesis is accepted for publication as a book or in a scientific journal, the student must indicate that this work is originally a thesis defended at the University of Bahrain and the student should include the supervisor's name.

General Thesis Specifications:

1. The student should avoid wordiness and repetition, be concise, and focus on quality not quantity.
2. The thesis should be written in proper academic language whether in Arabic or English. When the thesis is submitted to the defense committee, it should be free from grammatical errors, spelling mistakes, and typos. The final version should be submitted error-free without any strikethroughs. The supervisor is responsible for the linguistic accuracy of the thesis.
3. The thesis should include an abstract in Arabic and English not exceeding one page (400 words per abstract).
4. The thesis title, the researcher's name, and the supervisor's name should be written on the thesis cover page in gold color using the engraved method.
5. The thesis title, type (MA or PhD), researcher's name, and the date should be written in gold on the side of the thesis using the engraved method.
6. Acronyms and abbreviations should be spelled out the first time they are mentioned and the acronym/abbreviation should be written between parentheses. For example, if the Food and Agricultural Organization is mentioned for the first time, its acronym should be written like this (FAO); the parentheses should be left out in subsequent appearances. A list of abbreviation/acronyms that appear in the thesis should be included at the beginning of the thesis.
7. Each chapter should have its cover page containing its title and contents.
8. The beginning of all paragraphs should be 1 cm indented to the left in case of Arabic and to the right in case of English.
9. No space between the word and the punctuation mark that follows it.
10. All quoted texts should be clearly referenced citing the source and the relevant page number(s).
11. References are alphabetically ordered. In case the thesis is written in Arabic, the (AL) is not considered in the order. For example, (ALSAEEDI) is ordered with the letter S, not the letter A.
12. Long paragraphs which may exceed one page long should not be used. Citations from the same reference should not appear more than 5 times. The sentences of quoted text should not exceed 10% in the whole thesis.
13. The student should submit 10 bounded copies of the thesis after degree awarding along with a CD that contains the thesis final report and the final version of the thesis after doing all required revisions.
14. The student should abide by the thesis submission date as agreed with the supervisor. In case the student exceeds the submission date, the student can still work on the thesis taking into consideration the remaining legal time limit the student has. The supervisor should be notified in writing.
15. All required revisions should be done after the defense and as agreed upon in the defense, in coordination with the internal and external examiners, and not exceeding 1 month after the defense date. Otherwise, the degree awarding will be delayed by a full semester.
16. The student should follow the Technical specifications of the whole Thesis in terms of paper, printing, word counts, body paper, text, and binding, as mentioned in the following table.
17. Formatting Tables and Figures:
 - Tables and Figures are to be numbered sequentially in the thesis.
 - Tables and Figures appear directly after the results and discussion section.

Thesis Technical Specifications

Paper	Color	White
	Size	A4 21.0 X 29.7
	Density	GSM 80
Printing	Quality	High Quality
	Pages	One Sided
	Hard Cover Page	Two sided (English and Arabic)
	Technology	Laser
Word Count	Theoretical Thesis	80,000 Words (Approximately)
	Empirical Thesis	40,000 Words (Approximately)
Body Paper Specifications	Margins	<ul style="list-style-type: none"> - Right 3.17 cm - Left 3.17 cm - Top 2.54 cm - Bottom 2.54 cm
Text Specifications	Page Numbering	<ol style="list-style-type: none"> 1. Page numbers are in the center at the bottom of the page without parentheses. 2. Page numbers start with number 1 after the dedication, acknowledgement, and table of content sections. 3. Dedication, Acknowledgement, Table of Content sections are numbered alphabetically (A,B,C...) 4. Chapters' Cover pages are counted in numbering but the numbers should not appear. 5. Page numbering stops at the end of the References section of the thesis.
	Font Type	<ul style="list-style-type: none"> - Arabic Thesis: Normal "Simplified Arabic" (SA) font. - English Thesis: Times New Roman font.
	Text Color	Black
	Body Text Format	Regular
	Headings Text Format	Bold
	Text Sizes	<ul style="list-style-type: none"> - Chapter Title : Size 20. - Heading : Size 18. - Subheading : Size 16. - Body text : Size 14. - Abstract : Size 12.
	Line Spacing	<ul style="list-style-type: none"> - Arabic Thesis: Single line spacing using the "Simplified Arabic" font. - English Thesis: 1.5 line spacing using "Times New Roman" font.
Binding	Paragraph Alignment	Justified
	Thesis Title Alignment	Centered
	Chapter Title Alignment	Centered
	Headings Alignment	<ul style="list-style-type: none"> - Arabic Thesis: Aligned to the Right - English Thesis: Aligned to the Left
	Cover Page	<ul style="list-style-type: none"> - Binding method: Glued binding. - M.Sc. /M.A. Thesis: Dark Blue hard cover page. - Ph.D. Thesis: Black hard cover page.

- Table title is written on top, and figures' and graphs' titles are written in the bottom. In both cases, the title should reflect the content.
- Table number is written within parentheses without the word "number", as shown:

Table (1): Participants Distribution by Gender

Gender	Count	Percentage
Male	60	60.0
Female	40	40.0
Total	100	100

- The figure title and number are written under the Figure, as shown:

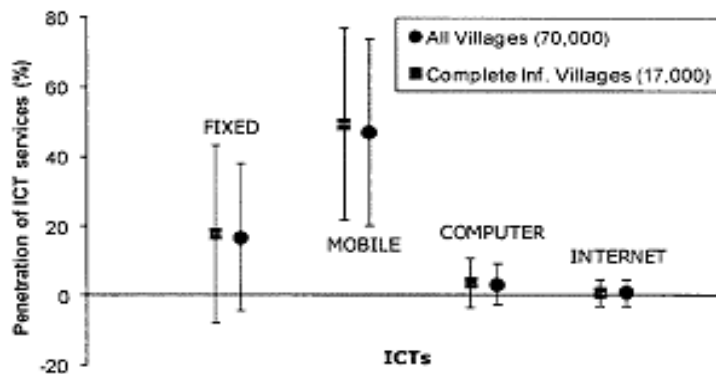


Fig. 11: Comparison of ICT penetration between all villages (70,000) and complete information villages (17,000)
 Note: The error bars show 1 standard deviation from mean values.

Thesis Format:

1. Title page written in English (Same format of the Arabic title page on the other side)
2. Defense Committee's Approval Page.
3. Thesis Abstract written in Arabic/ English not exceeding one page or 400 words in length.
4. Dedication page (Brief and Concise).
5. Acknowledgment page.
6. List of Content.
7. List of Tables.
8. List of Figures.
9. Thesis body.
10. Conclusion and Recommendations.
11. References.
12. Appendices.
13. Thesis Abstract written in English/ Arabic not exceeding one page or 400 words in length.
14. Title page written in Arabic (same format of the English title page on the other side).

Research Proposal Body Content

Research Proposal Contents:

The research proposal is considered a main requirement and an important stage before the beginning of the research process and collecting data. The research proposal is an organized plan that aims at accomplishing three goals:

1. Describing the procedures and the requirements of the study.
2. Directing the stages of the study and its implementation process.
3. Forming an evaluation framework after conducting the study.

Research Proposal Criteria:

When evaluating anything objectively, it should be measured using limited elements (criteria).

Criteria is of two kinds:

1. Preliminary Criteria: Deal with the main goal of the measurement process which can be social or behavioral patterns and are interested in the realities of these patterns which contributed in the process of putting these patterns to practice.
2. Action Criteria: Deal with the practical sides of making a decision or amending it so it suits the cost requirements such as: time, training, or implementation in light of the desires of beneficiaries. These criteria go in line with the requirements of the reality of the situation and its necessities.

Research Proposal Components:

The research proposal is a micro picture of what the research study is going to look like after completion. A research proposal includes:

1. An introduction that explains the importance of the research study and the previous studies.
2. A summary of the subject of the research and the points that to be dealt with such as: the research problem, the research questions, the research objectives and the research hypotheses.
3. A clarification of the methodology to be used and the researcher's style: methodology, the sample, research tools, and statistical methods used.
4. How the results will be presented.
5. References used.

Research Proposal Elements:

1	Cover page	Includes the thesis title, the researcher's name, the supervisor's name, and the date.
2	Title	Should remain the same after completing the research study.
3	Introduction	The researcher provides a general overview of the research study in about two pages. The introduction includes an overview of the reasons and justifications that led the researcher to choose the research problem; this requires referring to the theoretical framework of the study and reviewing relevant literature.
4	Research problem	Should be researchable and written in a clear simple language. The research should conform to the moral standards of the society.
5	Research questions	Should be formatted in a concise and procedural manner. The research goals should be deduced from the questions and point out the variables to be researched.
6	Research objectives	Should be identified clearly and concisely and should be written as procedural points in accordance with the research questions and are related to the variables that the researcher aims at approaching.
7	Hypotheses	Are formatted directionally (positive or negative) or non-directionally (null).
8	Research significance	Is justified in order to position the study in light of previous research studies. This section should be written as a paragraph or as points in which the researcher states the significance of the research study and to what extent the research study is going to contribute to the scientific, practical, educational bodies of knowledge.
9	Definition of terms	Definitions include definitions of the main variables of the study and procedural definitions of the measurable terms.
10	Research methods and procedures	They include designing groups, field research, and study setting. The researcher needs to identify the following settings; topical: the topic of the study to be researched. This includes human, geographic, and temporal settings in relation to the implementation of the study. The researcher should also identify the study's population and specify its characteristics, in addition to discussing the study's sample and methods of recruitment. The researcher should also discuss the dependent and independent variables of the study, and the research tools used such as: questionnaires, tests, and measures; and the statistical methods to be used.
11	References	Includes a list of references that the researcher referred to when writing the research proposal. References are written as mentioned earlier.
12	Appendices	Includes the research tools used in the study or detailed tables.

Thesis Body Content

Colleges:

College of Physical Education and Physiotherapy

College of Arts: Majors: Psychology, Sociology, and Media,
Tourism and Arts

CH #	Name	Guidelines
	Thesis Title	<ul style="list-style-type: none"> • Should be clear and concise. • Should contain the subject of study, and the population. • Should reflect the content and the research problem. • Should not be lengthy (approximately 15 words). • Should be written in an easy language, avoiding rhetorical and journalistic styles. • Should be concise; includes all the elements of research.
Chapter One	Introduction	<p>Introduction should contain a general theoretical overview of the subject of the study, serve as a transition from the general framework to the subject of the thesis, but shouldn't exceed 1-2 pages.</p> <p>Research Problem: Contains a clear and concise overview of the problem to be researched from the researcher's point of view. It also presents a brief overview of the variables related to the research problem.</p> <p>Research Questions: Are related to the research problem are formatted using a statistical method which focuses on statistical significance. This approach is followed in pilot, comparative, or correlational methods of inquiry. Questions in other methods of inquiry should be written normally.</p> <p>Research Objectives: Are identified clearly and concisely and result from the research questions. Objectives are written as procedural points in accordance with the research questions and are related to the variables that the researcher aims at approaching.</p> <p>Research Significance: Includes the areas of significance of the research study and the awaited benefits from the research study. It also contains justifications for conducting the research study.</p> <p>The study's Setting: The researcher points out the study's setting whether geographic, human, methodical, or temporal.</p> <p>Research Terminology: The researcher defines the main terms that appear in the study. The researcher should mention the definers of those terms and the sources and year of publication, and should provide a procedural classification of definitions.</p>

Chapter Two	Literature Review	<p>This chapter provides a theoretical overview of the subject(s) of the study divided into several themes taking into consideration proper documentation. The chapter provides an overview of theories and theoretical models relevant to the research problem. Following that is a review of previous studies, starting with studies in the Arabic context followed by studies in foreign contexts following a chronological order from the oldest to the most recent, and ordered by the themes or variables of the study. Review is written as coherent paragraphs not separated by subheadings.</p> <p>The review should include the following:</p> <ul style="list-style-type: none"> - Researcher(s) of the study. - Year. - Research study's title or its objective. - Methodological approach used. - The study population and how it was selected. - Research tools and their psychometric qualities. - Statistical methods used. - The study's main results. <p>The chapter is concluded with three parts:</p> <ol style="list-style-type: none"> 1. The first part serves as an executive summary of the previous studies of clear and concise points. 2. The second part states to what extent the researcher benefited from the previous studies. The benefit may be from the research tools, methodology used, procedures, or hypotheses formulation. 3. Conclusion states the study's hypotheses (if applicable) which should be formulated in a unified way, whether to be null or directional hypotheses. The hypotheses are formulated from the study's objectives and research questions.
Chapter Three	Methods and Procedures	<p>This chapter includes the following parts:</p> <p>Methodology used: The researcher states the methodology used and justifies the selection. The researcher also mentions the procedures followed. For example: The researcher uses a qualitative research method (the correlational approach).</p> <p>The research population and the sample: The researcher discusses the research population mentioning its characteristics, size, and reason(s) of selection. The researcher then discusses the sample pointing out its characteristics, size, and the sampling method used.</p> <p>Research tools: The researcher discusses the research tool(s) used mentioning the constructor of the tool(s), the method of construction, what the tool(s) measures are, and its reliability and validity. The researcher also states the tool(s) used are put in the appendix.</p> <p>Data collection / procedures: The researcher discusses the procedures of data collection at different stages.</p> <p>Statistical methods used: The researcher states and justifies the statistical methods used in the study.</p>

Chapter Four	Results, Discussion, and Recommendations	<p>This chapter includes the following parts:</p> <p>The study's results: The researcher discusses the results of the study in order to answer the research questions or address the hypotheses. Results are presented in the form of tables and figures with data commentary.</p> <p>Discussion of Results: The researcher discusses the results of the study in light of the research questions or to address the study's hypotheses. Discussion should be linked with previous studies whether they prove or disprove the study's results.</p> <p>Study's Recommendations: The researcher discusses the main procedural recommendations or suggestions that are suitable from the researcher's point of view.</p> <p>Recommendations are presented in the form of concise procedural points and they should include:</p> <ol style="list-style-type: none"> 1. Recommendations that contribute to address the problem. 2. The practical benefits from the research process. 3. Recommendation for future research.
	References	<p>APA style (Sixth Edition)</p>
	Appendices	<p>The appendices should contain the following: research tools and the tools' evaluators, and any correspondences the researcher wishes to append and is not able to include in the body of the thesis.</p>

Colleges:

College of Law

College of Arts: Majors: Majors in Arabic Language and Islamic Studies

CH #	Name	Guidelines
	Thesis Title	<p>Thesis Title Specifications:</p> <ol style="list-style-type: none"> 1. Should contain the subject of the study. 2. Should not be lengthy (approximately 15 words). 3. Should be written in an easy to understand language, avoiding rhetorical and journalistic styles. 4. Should be concise; includes all the elements of the research study.
Chapter One	Introduction to the study / Introductory Chapter	<p>- Should contain a general theoretical overview of the subject of the study, and should not exceed 1-2 pages. This chapter includes the following parts:</p> <ul style="list-style-type: none"> - Research Problem: Contains a clear and concise overview of the topic to be researched from the researcher's point of view. It also presents an answer to important questions which is what is the topic being researched. - Research Objectives: This is dealt with from scientific and practical sides: It serves as an answer to the question of the reason for conducting research. This becomes evident from the research problem and is presented as theoretical and practical solutions. - Research Significance: It includes the areas of significance of the research study; it also contains justifications for conducting the research study: <ul style="list-style-type: none"> -The study's scarcity in the Bahraini, Gulf, or Arab societies in general. -The research study is significant and its practical benefits will enrich the society in case it is carried out. The study's recommendations may contribute to solving existing problems. The study is significant as it contributes to the scientific and cultural body of knowledge. -The same study was conducted long time ago, and there is a pressing need for replicating the study to explore the changes that occurred to the phenomenon studied earlier. -The researcher then divides the thesis into chapters or surveys in which he/she discusses thoroughly the subject of the study from the theoretical and practical sides. The thesis is then concluded by presenting the results reached and the recommendations followed by Arabic and English References (if applicable) then the Appendices (if applicable).
	References	APA style (Sixth Edition)
	Appendices	The appendices should contain the following: research tools and the tools' evaluators, and any correspondences the researcher wishes to append and is not able to include in the body of the thesis.

Colleges:

College of Information Technology

College of Engineering

College of Science

College of Business Administration

Chapter #	Chapter Title	Guidelines
	Thesis Title	<ol style="list-style-type: none"> 1. Clear and concise. 2. Should contain the subject of study. 3. Should reflect the content and the research problem. 4. Should not be lengthy (approximately 15 words). 5. Should be concise; includes all the elements of research. 6. The methodology should be deduced. 7. Should contain the study variables. 8. The key words should be deduced from it. 9. The tools to be used should be deduced from it. 13. The expected statistical methods should be deduced from it.
Chapter One	Introduction to the Study	<p>This chapter contains the following parts:</p> <ul style="list-style-type: none"> - Introduction: should contain a general theoretical overview of the subject of the study, and should not exceed 1-2 pages. The introduction should serve as a transition from the general framework to the subject of the thesis. - Research Problem: Contains a clear and concise overview of the problem to be researched from the researcher’s point of view. It also presents a brief overview of the variables related to the research problem. -Research Questions: Research questions that are related to the research problem are formatted using a statistical method which focuses on statistical significance. This approach is followed in pilot, comparative, or correlational methods of inquiry. Questions in other methods of inquiry should be written normally. - Research Objectives: Research objectives are identified clearly and concisely and result from the research questions. Objectives are written as procedural points in accordance with the research questions and are related to the variables that the researcher aims at approaching. - Research Significance: It includes the areas of significance of the research study and the awaited benefits from the research study. It also contains justifications for conducting the research study; this may include some of the following insights: <ul style="list-style-type: none"> - The research study is significant and has practical benefits - The research topic has not been explored before. - The same study was conducted long time ago, and there is a pressing need for replicating the study to explore the changes that occurred to the phenomenon studied earlier. - The study’s setting: the researcher points out the current study’s setting and discusses it from a topical standpoint. - Research terminology: In this section, the researcher defines the main terms that appear in the study. The researcher should mention the definers of those terms and the sources and year of publication, and should also provide a procedural classification of definitions from the researcher’s point of view.

Chapter Two	Theoretical Framework and Literature Review	<p>This chapter provides a theoretical overview of the subject(s) of the study divided into several themes taking into consideration proper documentation. The chapter provides an overview of theories and theoretical models relevant to the research problem. Following that is a review of previous studies following a chronological order from the oldest to the most recent, and ordered by the themes or variables of the study.</p> <p>Review of literature is written as coherent paragraphs not separated by subheadings. The review should include the following:</p> <ul style="list-style-type: none"> - Researcher(s) of the study. - Year. - Research study's title or its objective. - Methodological approach used. - Research tools and their scientific qualities. - Scientific methods used. - The study's main results. <p>The chapter is concluded with two parts: The first part serves as an executive summary of the previous studies. This should take the form of clear and concise points. The second part states to what extent the researcher benefited from the previous studies. The benefit may be from the research tools, methodology used, procedures, or hypotheses formulation. The researcher concludes this chapter by stating the study's hypotheses (if applicable).</p>
Chapter Three	Methods and Procedures	<p>This chapter includes the following parts:</p> <ul style="list-style-type: none"> - Methodology used: The researcher states the methodology used and justifies the selection. - Research tools: The researcher discusses the research tool(s) used mentioning the construction of the tool(s), the method of construction, what the tool(s) measures, and its reliability and validity. The researcher also states the tool(s) used are put in the appendix. - Data collection / procedures: The researcher discusses the procedures of data collection at different stages. - Statistical methods used: The researcher states and justifies the statistical methods used in the research study.
Chapter Four	Results, Discussion, and Recommendations	<p>This chapter includes the following parts:</p> <ul style="list-style-type: none"> -The study's results: The researcher discusses the results of the study in order to answer the research questions or address the hypotheses. Results are presented in the form of tables and figures with data commentary. -Discussion of Results: The researcher discusses the results of the study in light of the research questions or to address the study's hypotheses. Discussion should be linked with previous studies whether they prove or disprove the study's results. - Study's Recommendations: The researcher discusses the main procedural recommendations or suggestions that are suitable from the researcher's point of view. Recommendations are presented in the form of concise procedural points and they should include: <ul style="list-style-type: none"> # Recommendations that contribute to address the problem. # The practical benefits from the research process. # Recommendations for future research.
References		APA style (Sixth Edition)
Appendices		The appendices should contain the following: research tools and the tools' evaluators, and any correspondences the researcher wishes to append and is not able to include in the body of the thesis.

Bibliographic References

APA Writing Style (Sixth Edition)

Type	Reference Citation Format	Example
Book	(1 Author) Author, Initial. (date). <i>Title of book</i> , City, State, Country. Publishing House.	Bandura, A. J. (1977). <i>Social learning theory</i> . Englewood Cliffs, NJ: Prentice Hall.
	(2-3 Author) Author, Initial., & Author2, Initial. (date). <i>Title of book</i> , City, State, Country. Publishing House.	Wyn, J., & White, R. (2008). <i>Youth and society</i> (2nd ed.). Sydney, NSW: Oxford University Press.
	(> 6 Authors) Author1, Initial., Author2, Initial., Author3, Initial., Author4, Initial., Author5, Initial., Author6, Initial., & Author7, Initial. (date). <i>Title of book</i> , City, State, Country. Publishing House.	Arnold, J., Silvester, J., Patterson, F., Robertson, I., Cooper C. L., & Burnes, B. (2005). <i>Work psychology: Understanding human behavior in workplace</i> (4th ed.). Harlow, London, UK: Pearson Education Ltd.
E-book	Author, Initial. (date). <i>Title of book</i> , Retrieved from http://xxxxxxx	Gesser, H. D. (2001). <i>Applied chemistry: A textbook for engineers and technologists</i> [Kindle Edition]. Doi: 12345
	Author, Initial. (date). <i>Title of book</i> . Doi: xxxxxxxxx	Peters, F.E. (2003). <i>The monotheists: The words and will of God</i> (Vol. 2). Retrieved from http:// http://www.uob.edu.bh
	(No) Author, Initial (No Date). <i>Title of the book</i> , Retrieved from http://www.uob.edu.bh	Picture poetry for very busy teachers. (n.d.). Retrieved from http://www.uob.edu.bh
Book Chapter	Author of chapter, Initials. (year). Title of chapter. In Initials. Name of Editor/s (Ed.), <i>Title of book</i> (pp. start and end page numbers of chapter). Place of publication: Publisher.	Nasser, J. (2000). The evaluative image of place. In W. Walsh, K. Craik, & R. Price (Eds.), <i>Person-environment psychology: New directions and perspectives</i> (2nd ed., pp. 117–68). Mahwah, NJ: Lawrence Erlbaum Associates.
E-book Chapter	Author, Initial. (date). Title of chapter. In E. Editor (Ed.), <i>Title of book</i> (pp. xx–xx). Retrieved from http://xxxxx	Bartelds, G., Heidi, J.H., McFeat, J., & Boller, C. (2004). Introduction. In W.J. Staszewski, C. Boller, & G.R. Tomlinson (Eds.), <i>Health monitoring of aerospace structures</i> (pp. 1–28) [PDF for Digital Edition]. Retrieved from http:// http://www.uob.edu.bh
Magazine-Print	Author Last, First Initial. (Year, Month Day of Pub). Title. <i>Magazine Name</i> , volume number(issue number), inclusive page numbers.	Swartz, M. (2002, May 6). An Enron yard sale. <i>New Yorker</i> , 78(10), 50-52.
Internet Magazine	Author Last, First Initial. (Year, Month Day of Pub). Title. <i>Magazine Name</i> . Retrieved from URL	Electronic reference formats. (2000, October 12). Retrieved October 23, 2000, from http://www.uob.edu.bh
Website Article	Author, Initial. (date). Title of document [Format description]. Retrieved from http://xxxxxxx	Gussie Fink-Nottle has set up a discussion forum for newt fanciers (http://www.uob.edu.bh).
Reports	(1 Author)	Mead, J. (1992). Looking at old photographs: Investigating the teacher novice (Report No. NCRTL-RR-92-4). East Lansing, MI: National Center for Research on Teacher Learning. (ERIC Document Reproduction Service No. ED 346 082)

	(>1 Author)	Kitson, A., Conroy, T., Kuluski, K., Locock, L., & Lyons, R. (2013). Reclaiming and redefining the fundamentals of care: Nursing's response to meeting patients' basic human needs [Research Report No. 2]. Adelaide, South Australia: University of Adelaide.
E- Report	(1 Author)	Trewin, D. (2003). Measuring learning in Australia: A framework for education and training statistics. Retrieved from the Australian Bureau of Statistics website: http://www.uob.edu.bh
Internet Newspaper	Author Last, First Initial. (Year, Month Day of Pub). Title. <i>Magazine Name</i> . Retrieved from URL	Leonard, A. (2005, May 18). Embracing the dark side of the brand. <i>Salon</i> . Retrieved from http://www.salon.com/mwt/feature/2005/05/18/star_wars_lego/index_np.html
Interviews	Author, A. (Year, Month Date). Interview type.	(Fink-Noze,J., communication skills, June 7, 2018). Personal Interview.
Journals and Periodicals	<u>(With DOI)</u>	Shariff, J. F. (2011). Navigating assisted death and end-of-life care. <i>CMAJ</i> , 183(6), 643–644. doi:10.1503/cmaj.091845
	<u>(Without DOI)</u> Author surname/s. (Year). Title of article. Title of Journal, vol.#(issue#), page range.	Gavenith, G., den Hartog, E., & Martini, S. (2011). Heat stress in chemical protective clothing. <i>Ergonomics</i> , 54(5), 497–507. Retrieved from http://www.uob.edu.bh
	<u>(Online) (1 Author)</u>	McIntosh, S. (2001). A critical writing pedagogy: Who benefits? <i>Queensland Journal of Educational Research</i> , 17(2), 152–153. Retrieved from http://www.uob.edu.bh
	<u>(2 Authors) (Printed/Online)</u>	Bretschneider, J. G., & McCoy, N. L. (1968). Healthier Behavior in 80 to 120-year-olds. <i>Archives of usual behavior</i> , 14 (2), 343 -350.
	<u>(3-5 Authors) (Printed/Online)</u>	Vlaanderen, J., Vermeulen, R., Heederik, D., & Kromhout, H. (2008). Guidelines to evaluate human observational studies for quantitative risk assessment. <i>Environmental Health Perspectives</i> , 116(12), 1700–1705.
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