

Otto-Friedrich-Universität Bamberg

Professur für Anglistische und Amerikanistische Kulturwissenschaft } *delete what is not*

Lehrstuhl für Englische Literaturwissenschaft } *appropriate*

Course Title (Semester)

Title First and Last Name of Lecturer

Title of the Term Paper:

(Subtitle of the Term Paper)

Student's first and last name

Student's matriculation number

Student's major(s) and minor(s)

Student's semester

Student's e-mail-address (not obligatory but recommended)

module Student would like to gain ECTS for (e.g. Aufbaumodul)

amount of words Student has written

date Student *enters* the term paper (not deadline)

Table of Contents

1. Introduction (or a title)	1
2. Main Part (NEEDS a title)	ca. 3
3. Conclusion (or a title)	ca. 9
Works Cited	ca. 11
(Appendix)	ca. 12
Declaration	ca.13

! each chapter can be divided into subchapters (e.g. 2.1. or 2.1.1.) suitable for the complexity of the term paper's structure; yet, regarding the limited amount of words you are allowed to write, try to avoid too many subdivisions

! it is recommended to give headings to your (sub)chapters including Introduction and Summary

1. Introduction (or you may use an appropriate title)

A convincing structure, a coherent line of argument and an accurate dealing with primary and secondary literature are essential to a successful term paper; yet, equally indispensable is the correct form of the term paper. Despite all the details and exceptions writers of research papers have to mind when considering format and style, both have not been designed to torture students and to waste their precious time but to establish (inter)national standards and guarantee the readability and thus comprehensibility of the text. This paper is going to introduce the form that should be applied when writing term papers in English Literary Studies at the Otto-Friedrich-University Bamberg.

An introduction needs to contain a convincing thesis, which consists of a claim and an argument why this claim is supposedly true. You follow this claim and prove or disprove it throughout the paper. After the thesis, your introduction gives a brief overview over the structure of your paper.

2. Form

Every term paper must have a title page (including the name of the university and chair, the course title, the name of the lecturer, the (sub)title of the term paper, the student's name, matriculation number, major(s) and minor(s) and semester; the e-mail address is not obligatory due to privacy but recommended in case contacting is necessary); a term paper must also have a table of contents including every (sub)chapter whose headings must be repeated in the text word for word. The title and table of contents pages must not be numbered but the student's first and last name should appear in the upper right hand corner (except on the title page).

Each page of a term paper should be DIN A4 with a 2.5 cm margin on all sides. The author's first and last name and page number should appear in the upper right hand corner of every text page. The text, including quotations, footnotes, the list of works cited and appendices

in text form should be in a standard typeface (e.g. Times New Roman, Calibri), 12-point font, and double spaced. Hyphenless justification is strongly recommended.

The first word of each paragraph should be indented 1.25 cm from the left margin. Term papers must not include paragraphs consisting of only one sentence. New paragraphs should not be started in the middle of a line of thought.

The list of works cited at the end of the paper is a list of all of the literature mentioned and quoted in the term paper; it begins on a new page. It is to be organized alphabetically by author's last name, or, if there is no author given, by the title of the work. All lines after the first of each entry should be indented 1.25 cm. There should not be any additional spacing between entries.

Works Cited

Please check the current style sheet on the website!

[Attached to your written term paper/seminar paper or final thesis, please submit the following Declaration and Personal Report]

.....

Declaration of Academic Integrity

I hereby declare according to § 10 para. 4 APO that this work is the result of my own independent scholarly effort and that in all cases material from the work of others is acknowledged. Quotations and paraphrases are clearly indicated and no material or tools other than listed have been used. This written work has not been submitted at any university before. I understand that the use of sources whose authenticity cannot be verified is a serious violation of the principles of good academic practice (cf. <https://www.uni-bamberg.de/studium/im-studium/studienorganisation/quellen/> and <https://www.uni-bamberg.de/forschung/profil/gute-wissenschaftliche-praxis/>; only available in German).

I hereby also declare that I have handed in an identical electronic version of my work as required. I am aware that this digital version can be subjected to a software-supported, anonymized check for plagiarism.

Furthermore, I declare that I have used text- or otherwise content-generating artificial intelligence (AI) software (e.g. ChatGPT) only after consultation and with the permission of my instructor/examiner and that I have noted this in the reference section under "Tools". I also declare that I have answered the questions below on the use of AI software truthfully. I am prepared to provide detailed documentation of my use of AI software (e.g. chat transcripts) if clarification is required.

Place, Date

Signature

Personal Report on the Use of Artificial Intelligence (AI) Tools

In the composition of this paper/thesis I have used AI tools.

Yes / No [Delete as appropriate]

[If yes, please continue with questions 1 to 3 and write 1 page maximum in bullet point style. If no, please leave them out.]

1. I have used the following specific AI tools for the following purposes (e.g. Elicit to find literature, ChatGPT to suggest a summary, Grammarly to correct the final text, DeepL Write to achieve a more academic style, Jenni.ai to propose an introduction, ...):

[Insert your text in bullet point style here]

2. Their use has influenced my workflow in the following ways:

[Insert your text here]

3. I have encountered the following strengths and weaknesses and see the following dangers in their usage:

[Insert your text here]