1. **学位论文字数要求**

**The number of words required for dissertations**

撰写学位论文应简明、扼要，既能够全面、真实反映个人的研究工作，达到相应申请学位水平，又不能抄袭或搬用别人的研究成果或理论（正常的引用除外，但需注明出处，且引用不宜篇幅过长）。一般情况下学位论文的字数大约为（不包括图表）：

（一）申请博士学术学位，5万单词；

（二）申请博士专业学位，3万单词；

（三）申请硕士学术学位，2.5～3万单词；

（四）申请硕士专业学位，至少1万单词。

Writing a dissertation should be concise and brief. It can fully and truly reflect the individual's research work and achieve the corresponding level of application for a degree. It cannot copy or use other people's research achievements or theories (except for normal quotation, but the source must be specified and cited，and the reference should not be too long.) The number of words in a dissertation is approximately (not excluding charts):

(a) apply for a doctoral science degree, 50,000 words;

(B) Apply for a doctoral professionaldegree, 30,000 words;

(C) applying for a master's science degree, 2.5 to 30,000 words;

(D) apply for a master's professional degree, at least 10,000 words.

**二、****学位论文撰写文字语种**

**The written language of dissertation writing**

英文授课留学生学位论文须采用英文撰写，摘要部分使用中英文双语书写。

Thedissertationof international students taught in English must be written in English. The abstract section should be written in both Chinese and English.

1. **学位论文内容及编排顺序**

**The content and arrangement order of dissertation**

　1、封面

　2、扉页

　3、学位论文原创性声明及使用授权声明

　4、目录

　5、中文摘要与外文摘要

　6、前言（引言、序言）

　7、正文（包括材料、方法、结果、讨论、结论等部分）

　8、参考文献

　9、文献综述

　10、附录

　11、攻读学位期间发表文章情况

　12、致谢

1,Cover

2,Title page

3,Dissertation originality statement and use authorization statement

4,Directory

5,Chinese abstract and foreign language abstract

6,Preface (Introduction, Preface)

7,Text (including materials, methods, results, discussions, conclusions, etc.)

8,References

9,Literature review

10,Appendix

11,Publication of articles during the degree study

12,Thanking

1. **学位论文各部分内容写作及格式要求**

**Writing and format requirements for each part of a dissertation**

**（一）封面(Cover)**

要求使用统一格式的封面。封面格式在网上下载，网址：http://yjsy.njmu.edu.cn/2018/1030/c10787a136245/page.htm。

**１.题目**：概括整个论文核心内容，简练扼要、准确明了、引人注目。一般不宜超过20个单词。

**２.作者姓名**

**３.指导教师**：一律以研究生院备案的导师为准。如有变动应正式提出报告，经批准后方可变动。

**４.学科专业（学术学位）**：按国务院学位委员会、国家教育委员会1997年颁布的学科专业目录中二级学科规范名称填写，内科学、外科学写至三级学科。查询网址http://yjsy.njmu.edu.cn/24/db/c10783a9435/page.htm。

**学位类型（专业学位）**：填写“临床医学”、“口腔医学”等等。

**５.学院名称**：均应按照单位规范名称署名，如“南京医科大学××学院”或“南京医科大学附属××医院”。

**６.完成时间**：应书写完整时间，如2017年9月26日，应写为September 26,2017。

**7.分类号**：在扉页左上角注明分类号。查询网址为http://yjsy.njmu.edu.cn/2018/1030/c10787a136245/page.htm。

**8.单位代码**：10312。

**9、密级**：按照国家规定的保密条例在右上角注明密级及保密年限(如系公开型论文则可不注明密级)，各密级的最长保密年限及书写格式规定如下：

内部 年（空白处填写保密年限，不超过2年）

秘密★ 年（空白处填写保密年限，不超过4年）

机密★ 年（空白处填写保密年限，不超过7年）

绝密★ 年（空白处填写保密年限，不超过10年）

**10、学号**：同等学力人员填写“编号”。

**11、**博士学位论文须有**书脊**，书脊格式：上方为学位论文题目，中间为博士研究生姓名，下方为“南京医科大学博士学位论文”。

Require a uniform format cover. The cover format is available online at http://yjsy.njmu.edu.cn/2018/1030/c10787a136245/page.htm.

**1. Title:** Summarize the core content of the entire paper, concise, accurate, eye-catching. Generally not more than 20 words.

**2. The author's name**

**3. Instructors:** All instructors have been registered by the Graduate School. If there is any change, a formal report shall be submitted and it may be changed after approval.

**4. Discipline (Science Degree):** According to the name of the second-level discipline in the Discipline Profession Catalogue promulgated by the Academic Degrees Committee of the State Council and the State Education Commission in 1997, the internal medicine and surgery are written to the three-level discipline. The check website is http://yjsy.njmu.edu.cn/24/db/c10783a9435/page.htm。

**Degree type (professional degree):** fill in "clinical medicine", "stomatology" and so on.

**5. College name:** All names should be signed according to the unit's regulatory name, such as "Nanjing Medical University ×× College" or "Nanjing Medical University Affiliated Hospital ××."

**6. Completion time:**The time should be written completely, for example, September 26, 2017.

**7. Classification number:** In the upper left corner of the title page, indicate the classification number. The check website is http://yjsy.njmu.edu.cn/2018/1030/c10787a136245/page.htm

**8. The unit code:** 10312.

**9. Confidentiality:** In accordance with the state regulations on confidentiality, indicate the confidentiality and the number of years of confidentiality in the upper right corner (in the case of an open type paper, the level of confidentiality may not be specified). The maximum length of confidentiality for each level of confidentiality and the written format are as follows:

Internal year (fill in confidential period for blank space, no more than 2 years)

Secret★ years (fill in the confidential period for blank spaces, no more than 4 years)

Confidential★ years (fill in the confidentiality period for blank space, no more than 7 years)

Top secret★ years (fill in the confidentiality period for blank space,no more than 10 years)

**10. Student ID:** The equivalent scholastic staff should fill in the “number”.

11. Ph.D. dissertation must have a **spine**, spine format: Fill in the dissertation title above, fill in the name of the doctoral candidate in the middle, fill in the "Nanjing Medical University doctoral dissertation" below.

**（二）扉页(Title page)**

采用统一格式（同封面，用普通A4纸打印）。内容及要求同封面。

Use a uniform format (Same as the cover, print on regular A4 paper). Content and requirements are the same as the cover.

**（三）学位论文原创性声明及使用授权声明(Originality Statement and License Statement for Dissertations)**

见附件1。在上交学位论文中，论文作者及导师签名必须用签字笔或钢笔填写。

See attachment 1. In the submitted dissertation, the author of the dissertation and the supervisor's signature must be completed with a sign pen or pen.

**（四）目录(Catalogue)**

全文定稿后，要按照不超过三级标题的原则列出文章目录。目录的文字部分左对齐，页号右对齐，文字与页号之间加点线连接。如下例所示：

目 录

中文摘要…………………………………………………1

英文摘要…………………………………………………2

前言………………………………………………………3

正文………………………………………………………5

１.课题研究背景……………………………………5

1.1 XXXXXXXXXXXXXXXXXXX………………………5

1.2XXXXXXXXXXXXXXXXXXXX………………………6

After the full text is finalized, the article directory must be listed in accordance with the principle of no more than three levels of title. The text portion of the directory is left-aligned, the page number is right-aligned, and add dotted line between text and page number. The following example shows:

table of Contents

ChineseAbstract..................................................1

EnglishAbstract...............................................2

Foreword.........................................................3

Text.......................................................5

1. Topics Research Background ............................5

1.1 XXXXXXXXXXXXXXXXXXX...........................5

1.2 XXXXXXXXXXXXXXXXXXXX...........................6

**（五）摘要(中英文书写)**(**Abstract (written in Chinese and English))**

　　１.中文摘要一般为500-1000字，摘要末尾列出3～5个关键词；

２.英文摘要上方应有英文题目，内容同中文摘要，摘要末尾列出关键词。

1. The Chinese abstract is generally 500-1000 words, and 3 to 5 keywords are listed at the end of the abstract;

2. There should be an English title at the top of the English abstract. The content is the same as the Chinese abstract. The keywords are listed at the end of the abstract.

**（六）前言(Foreword)**

内容应包括本研究领域的国内外现状，本论文所要解决的问题，该研究工作在经济建设、科技进步和社会发展等方面的使用价值和理论意义；论文使用的理论工具和研究方法；论文的基本思路和逻辑结构等。

The content should include the current situation at home and abroad in this research field, the problems to be solved in this paper, the use value and theoretical significance of the research work in economic construction, scientific and technological progress, and social development; The theoretical tools and research methods used in the paper; Basic ideas and logical structure.

**（七）正文(Text)**

为论文的核心部分，占主要篇幅。由于研究工作涉及的学科、选题、研究方法、工作进程、结果表达方式等有很大差异，可以有不同的写作方式。一般包括材料、方法、结果、讨论及结论等几个部分。医学硕士专业学位论文该部分可为病例分析加文献综述。要求事实求是，客观真切，准确完整，合乎逻辑，层次分明。

**1.图**：应有“自明性”，即只看图、图题和图例，不阅读正文，就可理解图意。每一图应有简短确切的题名，连同图号**置于图下**。

曲线图的纵横坐标必须标注“量、标准规定符号、单位”。坐标上标注的量的符号和缩略词必须与正文中一致。

照片图均应是原版照片粘贴，或黑白、彩色打印，不得采用复印方式。照片，应主题突出、层次分明、清晰整洁、反差适中。照片采用光面相纸，不宜用布纹相纸。对显微组织照片必须注明放大倍数。

**2.表**：表的编排一般是内容和测试项目由左至右横读，数据依序竖排，表应有自明性。每一表应有简短确切的题名，连同表号**置于表上**。表的各栏均应标明“量或测试项目、标准规定符号、单位”。表中缩略词和符号必须与正文中一致。如数据已绘成曲线图，可不再列表。

**３.公式**：应另起一行居中，用Word中的公式编辑器进行编辑，一行写不下的长公式，在等号或数字符号（如“+”、“-”）处换行，在下一行开头不重复这一符号。主要公式应用阿拉伯数字予以编号，公式编号用圆括号括起来放于公式右边行末，公式与编号之间不加虚线。公式编号可采用全文统一编号，也可以按章编号，但必须与图表编号方式一致。文中引用公式时，公式编号必须用圆括号括起来，如“见公式（25）”或“由公式（15.3）可见”等等。

**４.单位**：一律采用国家规定的法定计量单位，在使用惯用单位时要在其后括号内标明相应的法定计量单位，单位符号一律使用国际通用符号（如m、kg、s）；数字一律使用阿拉伯数字。

**５.技术术语**：学位论文中的科学技术术语，要采用全国自然科学技术名词审定委员会审定公布的科技名词或国家标准局给出的名词，尚未编订或有争议的名词，可采用惯用名词。

**6.外文缩写**：使用外文缩写时，要在首次出现处括号内给出含义说明，如CPU(Central Processing Unit,计算机中央处理器)。

**7.外国人名**：熟知外国人名（如牛顿、爱因斯坦、达尔文、马克思等）使用标准中文译名，其余采用外文全名，不译成中文。

**8.国内机构名称**：国内机构名称应使用全称，即便是熟知、惯用名称，也不可以使用缩略名称，如不能把“中国科学院”写成“中科院”。

**9.注释**：学位论文中需要加注释时，要采用页脚注形式，不要在文中加注释，也不要采用篇尾注释。注释超过一条时，要加注释编号，注释编号采用按页编号方式，换页重新编号。

As the core part of the paper, it occupies the main space. Because there are great differences in subjects, topics, research methods, work processes, and expression of results, etc., the research work can have different ways of writing. Generally include several parts such as materials, methods, results, discussions and conclusions. This part of themedical professional master's thesis can be used for case analysis plus literature review. Requires facts to be true, objective and accurate, complete, logical and structured.

**1. Diagram:** There should be "self-explanatory", that is,if you do not read the text, only looking at maps,caption, and legends,you can understand the meaning of the map. Each figure should have a short and exact title, with the figure number **placed under the figure**.

The vertical and horizontal coordinates of the graph must be marked with "Amount, Standard Specification, Unit". The symbols and acronyms of the quantity marked on the coordinates must be consistent with the text.

Photographs should be the original photo paste, or black and white, color printing, not using copying. Photos should be highlighted, clearly structured, clear and neat, and moderately contrasting. Glossy photo paper is used for the photo, and it is not appropriate to use cloth photo paper. Micrographs must indicate the magnification.

**2. Table:** The layout of the table is generally the contents and test items are read from left to right. The data is arranged vertically and the table should be self-explanatory. Each table should have a short exact title, with the table number **placed on the table**. Each column of the table should indicate "amount or test item, standard sign, unit". The abbreviations and symbols in the table must be consistent with the text. If the data has been plotted, you can no longer list it.

**3.Formula:** Should be centered on another line, edited with the formula editor in Word, a long formula cannot be written in one line, and a line break in the equal sign or number symbol (such as "+", "-"), does not repeat this symbol at the beginning of the next line. The main formula is numbered using Arabic numerals. The formula number is enclosed in parentheses and placed at the end of the right line of the formula. There is no dotted line between the formula and the number. The formula number can be uniformly numbered or numbered in chapters, but it must be consistent with the numbering of the graphs. When quoting a formula in the text, the formula number must be enclosed in parentheses, such as “see formula (25)” or “visible by formula (15.3)” and so on.

**4. Unit:** The legal measurement unit specified by the State shall be used. When using the customary unit, the corresponding legal measurement unit shall be indicated in parentheses. The symbol of the unit shall use the international common symbols (such as m, kg, s); all the numbers shall beArabic numbers.

**5. Technical terminology:** Scientific and technical terminology used in dissertations should adopt the scientific and technical terms approved by the National Committee for the Examination of Technical Terms of Science and Technology, or the terms given by the National Bureau of Standards. Terms that have not been compiled or controversial can be used as usual nouns.

**6. Abbreviation in foreign language:** When using foreign language abbreviations, the meaning description should be given in parentheses at the first occurrence, such as CPU (Central Processing Unit).

**7. Alien Names**: Foreign names (such as Newton, Einstein, Darwin, Marx, etc.) are known to use standard Chinese translations, and the rest are in full foreign names and not translated into Chinese.

**8. Names of Domestic Institutions:** Names of domestic institutions should be the full name, and even if they are well-known and commonly used names, they cannot be abbreviated names. For example, the Chinese Academy of Sciences cannot be written as "Chinese Academy of Sciences".

**9. Note:** When a dissertation needs to be annotated, footnotes should be used. Do not add comments in the text and do not use end-notes. When there is more than one comment, the comment number is added. The comment number is based on the page number and if you change pages, you should renumber them

**（八）文献综述(Literature review)**

为申请学位人员在广泛阅读某一主题的文献后，经过理解、整理、融会贯通、综合分析和评价而形成的一种不同于研究论文的文体。综述的目的是反映某一课题的新水平、新动态、新技术和新发现。从其历史到现状，存在问题以及发展趋势等，都要进行全面的介绍和评论，使阅读者不用查阅大量文献，就可迅速而全面地了解有关情况。

文献综述内容应与学位论文研究课题密切相关。

The review is a style that is different from the research paper after the degree applicant has read a certain subject's literature, after understanding, collating, combining, comprehensive analysis and evaluation. The purpose of the review is to reflect the new level, new developments, new technologies and new discoveries of a topic. From the history to the status quo, existing problems and development trends, we must conduct a comprehensive introduction and comment so that readers can quickly and comprehensively understand the relevant situation without consulting a large number of documents.

The content of the literature review should be closely related to the thesis research project.

**（九）参考文献(References)**

按正文或文献综述所引用文献的顺序，列于正文或文献综述之后。

The references are listed after the text or the literature review, in the order of the literature cited in the text or literature review.

1.书写格式(Writing format)：

1. 连续出版物: [序号]作者.文题.刊名,年,卷号(期号):起-止页码。其中需列出所有作者姓名，之间加逗号。
2. 专（译）著: [序号] 作者.书名（，译者）.出版地:出版者,出版年.起-止页码
3. 论文集: [序号] 作者.文题.见（in）:编者，编（eds）.文集名.出版地：出版者,出版年.起-止页码
4. 学位论文： [序号] 姓名.文题：[XX学位论文].授予单位所在地：授予单位，授予年
5. 专利：[序号] 申请者.专利名.国名，专利文献种类，专利号，出版日期
6. 技术标准: [序号] 发布单位.技术标准代号.技术标准名称.出版地：出版者，出版日期

举例如下：

1. 张昆，冯立群，余昌钰. 机器人柔性手腕的球面齿轮设计研究. 清华大学学报，1994，34（2）：1～~7
2. 竺可桢.物理学.北京:科学出版社,1973.56-60
3. Dupont B. Bone marrow transplantation in severe combined immunodeficiency with an unrelated MLC compatible donor. In: White H J, Smith R, eds. Proceedings of the Third Annual Meeting of the International Society for Experimental Hematology. Houston: International Society for Experimental Hematology, 1974.44-46
4. 郑开青.通讯系统模拟及软件:[硕士学位论文].北京:清华大学无线电系,1987
5. 姜锡洲.一种温热外敷药制备方法.中国专利,881056073,1980-07-26
6. 中华人民共和国国家技术监督局.GB3100-3102.中华人民共和国国家标准－量与单位.北京:中国标准出版社,1994-11-01

(1) Serial publication: [Serial number] Author. Article title. Title, year, volume number (period): From - end page number. All of the authors' names must be listed with a comma.

(2) Specialized (Translation): [Serial number] Author. Title (, Translator). Place of publication: Publisher, Year of publication. From - End page

(3) Proceedings: [Serial number] Author. Article title. See (in): Editor, editor (eds). Collection name. Place of publication: Publisher, Year of publication.

(4) Dissertation: [Serial No.] Name. Title: [XX Dissertation]. Location of Granted Unit: Granting Unit, Awarding Year

(5) Patent: [Serial number] Applicant. Patent name. Country name, type of patent document, patent number, publication date

(6) Technical Standard: [Serial No.] Issuing Unit. Technical Standard Code. Technical Standard Name. Place of Publication: Publisher, Publication Date

Examples are as follows:

[1] Zhang Kun, Feng Liqun, Yu Changbiao. Design of spherical gears for robot flexible wrist. Journal of Tsinghua University, 1994, 34(2): 1~~7

[2] Keke Can. Physics. Beijing: Science Press, 1973.56-60

[3] Dupont B. Bone marrow transplantation in severe combined immunodeficiency with an unrelated MLC compatible donor. In: White HJ, Smith R, eds. Proceedings of the Third Annual Meeting of the International Society for Experimental Hematology. Houston: International Society for Experimental Hematology, 1974.44-46

[4] Zheng Kaiqing. Communication System Simulation and Software: [MS Thesis]. Beijing: Department of Radio, Tsinghua University, 1987

[5] Jiang Xizhou. A preparation method of warm external application. Chinese Patent, 881056073, 1980-07-26

[6] State Administration of Technical Supervision of the People's Republic of China. GB3100-3102. National Standards of the People's Republic of China - Volumes and Units. Beijing: China Standard Press, 1994-11-01

2. 注意事项(Precautions)：

（1）文中引用处给出的文献序号要与“参考文献”列表中的序号一致。

 （2）参考文献列表只需给出与课题直接相关并对课题研究起重要作用的文献即可。

 （3）除专著以外，所引用的教材、讲义、科普读物等内容不必列入参考文献。

（4）未公开出版物、未发表的论文不宜列入参考文献。

(1) The serial number of the document given in the citation should be the same as the serial number in the "Reference" list.

(2) The reference list only needs to give documents that are directly related to the topic and that play an important role in the research of the topic.

 (3) Except for monographs, the cited textbooks, handouts, popular science books, etc. need not be included in the reference.

(4) Unpublished and unpublished papers should not be included in the reference.

**（十）附录(Appendix)**

包括放在正文内过分冗长的公式推导、以便他人阅读方便所需的辅助性数学工具、重复性的数据图表、论文使用的符号意义、单位缩写、程序全文及有关说明等。不属于必需部分。

Including the extraordinarily lengthy formula derivation in the text, the auxiliary mathematics tools needed for others to read, the repetitive data graphs, the symbolic meaning of the papers used, the unit abbreviation, the full text of the program, and the relevant instructions. Not a required part.

**（十一）攻读学位期间发表文章情况(The status of articles published during the degree study)**

包括已发表、已接受待发表、准备投稿的与学位论文内容有关的文章。

Including articles that have been published, accepted for publication, and ready for submission related to the content of the dissertation.

**（十二）致谢(Thanking)**

对导师和给予指导或协助完成学位论文工作的组织和个人表示感谢。内容应简洁明了、实事求是。对课题给予资助者应予感谢。

We thank the mentors and the organizations and individuals who have provided guidance or assisted in the completion of dissertation work. The content should be concise, clear and realistic. We should be thankful for the people who sponsor this topic.

1. **论文排版、印刷及装订要求**

**The typesetting, printing and binding requirements of the paper**

学位论文使用word 文档排版。

（一）页面设置：纸张A4，页边距：上—3.8厘米，下—3.8厘米，左—3.2厘米，右—3.2厘米，装订线0厘米；页码范围：普通；页眉距边界：2.8厘米，页脚距边界：2.8厘米。页眉键入“南京医科大学硕（博）士学位论文”，宋体，小五号字，居右；论文页码居中，置于页脚。

（二）文字大小：所有标题均用三号黑体。论文引言、正文、结论部分为宋体小四号字，行间距为1.5倍；文中表格为宋体五号字。英文标题为三号Times New Roman，英文摘要为小四Times New Roman，参考文献中文为小四宋体，英文为小四Times New Roman。

（三）论文中图表、附注、参考文献、公式一律采用阿拉伯数字连续（或分章）编号。图序及图名置于图的下方；表序及表名置于表的上方。

（四）打印和装订：Ａ４纸张打印；**从摘要开始，其后面的所有内容一律采用双面印刷；摘要前的其他各部分内容只有1页时，采用单面印刷，有2页时采用双面印刷，多于2页且页数为奇数时，最后一页单面印刷，其余双面印刷。**

**封面使用统一格式（见附件）：博士学术学位（白色皮纹纸）；博士专业学位（浅绿色皮纹纸）；硕士学术学位（浅蓝色皮纹纸）；硕士专业学位（浅黄色皮纹纸）。**

论文左侧装订。

Use a word document to typeset a dissertation .

(1) Page setup: Paper A4, margins: -3.8 centimeters, -3.8 centimeters, -3.2 centimeters, -3.2 centimeters, gutters 0 centimeters; page range: normal; page margins from the border: 2.8 centimeters Footer from the border: 2.8 cm. Header Type "Nanjing Medical University Master (Bachelor) Dissertation", type Song, Xiaowu, rank right; thesis page centered, placed in the footer.

(b) Text size: All headings use boldface number 3. The introduction, main text, and conclusion of the thesis are the Song Xiao Xiao No. 4 characters, with a spacing of 1.5 times; the text in the text is the Song No. 5 character. The English title is Times New Roman on the 3rd. The English abstract is Times New Roman. The Chinese reference is the Chinese version and the English version is Times New Roman.

(3) The figures, notes, references, and formulas in the paper shall be consecutively numbered in Arabic numerals (or chapters). The picture order and picture name are placed below the picture; the table order and table name are placed above the table.

(D) printing and binding: A4 paper printing; **from the beginning of the abstract, all the content behind it shall be printed on both sides of the paper; when the contents of the other parts before the abstract are only one page, one-sided printing shall be used, and when there are two pages, two-sided printing shall be adopted. When printing is more than 2 pages and the number of pages is odd, the last page is printed on one side and the rest is printed on both sides.**

**The cover uses a uniform format (see Annex): Ph.D. degree in science (white fancy paper); Ph.D. professional degree (light green fancy paper); Master degree in science (light blue fancy paper); Master professional degree (pale yellow grainpaper).**

The paper is bound on the left side.