

Unit 2

Thesis's form and typing

1. Paper used

White paper, no lines (standard size) A4 80grams. It can be either single- or double-sided paper, including one copy of it.

2. Type

The letters used need to be distinctly black. The font must be TH SarabunPSK and English letters inserted in the thesis need to be used in the same way as Thai. For English dissertation, it must be used with Times New Roman, except any letters in the tables or picture illustrations. Its forms can be shortened to be in an appropriate page.

	Thai	Eng	Pattern
Name of thesis/Independent study/Project Independent study (Front cover/Title page)	20 pts	14 pts	Bold
Author's name	18 pts	14 pts	Bold
Heading/Unit	20 pts	14 pts	Bold
Sub-title/Unit's name	20 pts	14 pts	Bold
Sided-title	16 pts	12 pts	Bold
Sub-title/Contents	16 pts	12 pts	Normal

3. The leave of the pace of paper's edge

Top edge	1.5 inches for general pages and leave 2 inches for a new unit
Bottom edge	1 inch
Left edge	1.5 inches
Right edge	1 inch

Cautions of Typing

If the last words are not completely typed on the line, type this word on the next line of the paper. Avoid separating the word such as Nakhonsrithammarat (NOT- Nakhonsri-thammarat) No hyphen (-) to make the word broken.

4. Ordering and page typing

The front number sequences of cover leading: For the Thai dissertation, use the number with brackets for the identification such as (1) (2)....For the English and other foreign languages dissertation, use the small roman numerals such as i ii iii.....The abstract is the first page and it is not counted with the number but other pages need to be constantly counted with an identified number.

The page number needs to be typed on the right side of the paper, distantly from the top edge and the right edge around 1 inch.

The page of the word “Unit” of the contents is not counted and the page number is not written but it is culturally counted as the first page.

The page of the formatting endnotes such as bibliography and the first page of an appendix is not identified by the page number but it is counted as the first page.

5. Line spacing

The space between the line is 1 line spacing for Thai thesis. It is 1.5 lines spaces for English thesis.

The space of the heading and sub title or between the sub title and the following topics and the top or the bottom of the tables with the contents is 1 line spacing (In case, the table and the pictures illustration is on the same page of the thesis's contents)

6. Indentation

The indentation is 5-7 letters or around 1 tab key from the indented edge. Furthermore, the indentation needs to be used the same as the whole thesis.

7. Unit distribution (Titles and Ordering)

Unit distribution and titles in the unit, when starting a new unit, always start to make with a new page of the paper. Also, identify the unit number by typing “unit no.” on the middle of the toppest of the paper. The unit's name must be also typed on the center of the page by spacing the line from the unit number around 1 line. In case, the unit's name is too long more than 1 line. Use the next line for the appropriate separation of the words by typing it as the inverted triangle. More importantly, there is no need to

underline the name of the units. The researcher needs to use the Arabic numbers for identifying the number of the unit and use the big Roman numerals for English thesis.

In English thesis, all first letters of the name of the unit and all important titles such as sub titles and sided titles should be typed with the capital letters except preposition, conjunction and all determiners that are used to identify the noun numbers but in case, all of mentioned kinds of word begin the sentence as the title, it is important to make them capitalize.

The titles of the thesis writing comprise of headings, sub titles, sided titles and subheading as stated below;

- 1) Heading is the important titles of each unit and it should be typed on the middle of the paper, not underlined but bold such as the title of introduction, the tables of contents and the unit numbers.
- 2) Sub-title, typed on the middle of the paper, bold letters such as unit's name etc.
- 3) Sided titles, typed on the leftmost side of the paper, spacing the paper edge as from the bold letters rules.
- 4) Subheading, indented as a paragraph, normal letter. The subheading may be used by the letters or numbers to be identified. In case, there is the need to start a new line. The first letter on the new line needs to keep left or should be straight to that subheading. The researcher can choose either.

When the researcher write any topics or titles, those titles should have at least 2 titles, which start from the unit's name at first and all sub titles are after.

The way to start a new line is that when the researcher sees that the remaining line is not enough to write. Just start a new line on the next page for the appropriate arrangement of the paper.

8. Table typing

8.1 The numbers and the table names

1) The number or number of tables is one part that shows the order of the table. The number indicating the table needs to be identified by the word "Table no.", followed by the identified number on the left side. Both tables and numbers must be in bold. The researcher should also neatly space the edge of the paper, separated by each unit. For the thesis consisting of few tables, the researcher can put the tables by not separating each unit. In this case, there are no numbers in the unit but it will be only on the tables.

2) Tables' names. It is next to the numbers of the tables by spacing two letters (normal letters) In case, there is more than 1 line. The researcher needs to type the first letter of the next line to be straight to the first letter of the table's name. If there are any explanations to give clearer information in the table, put them in the notes notification below the tables. Tables' name need to be the same as in the thesis.

3) The tables referred from other sources. The researcher needs to cite the sources of tables, according to the rules of how to write the bibliography by using the word "source" in bold followed by the colon (:) and the space is spaced around one letter for Thai document. Use the word "source" for English document, complied with the references from the regulations. Inside the bracket, such as, **source : citation** typed on the leftmost side of the paper.

8.2 Table size

1) The tables need to have the identified numbers, table names and the notes of the table source by typing these things on the same whole provided page.

2) The tables, more than 1 page must be typed on the next page but the details must be at least 2 lines, typing the word "Table no." followed by the numbers ,in the bold and followed by the word "(continued)" or "(Cont'd)" such as Table no.1 (Cont'd) etc.

3) The tables, the size and detail are so wide that it cannot be typed on only the same page. The researcher needs typed in diagonal shape by arranging the table title next to the 5)spine of the thesis or the researcher can also appropriately shorten the tables but not less than 15 letters: 1 inch and if it cannot be done by that way, separate the tables into a part.

4) Appropriately arrange the tables. In case, the tables and the thesis details are on the same page, space 1 line between the top and bottom lines of the tables and the thesis contents.

5) The tables in an appendix

The researcher uses the same table pattern as the tables of contents but the sub-annex to be separated by the numbers. In case, there is no sub-annex. Type the "word appendix table no." together with the numbers of tables such as..

Appendix table 1 in appendix
Appendix table A1 A2...A10 in appendix A
Appendix table A1 A2...A10 in appendix A

Appendix table A1 A2...A10 in appendix A

6) The references to the tables. If there is no references to the tables, just refer to the numbers indicating that table every time.

8.3 Text

1) Text separately from the titles of the tables and use the same language as in the thesis and the source of the tables

2) The notes of tables (if any) are set before the source of the tables

9. Printing illustration

Any illustrations such as chart, map, photo, picture and graph etc.

9.1 The order numbers and descriptions

1) There is the number to identify the order of the pictures and photos, behind the word "P. no" (or the annex that arranged in the appendix) the number order is set under the photos or pictures. Appropriately space the space.

2) The descriptions or pictures name

Type them next to the identified numbers of the pictures, by spacing 2 letters in case of having more than 1 line and the first letter of the second line needs to be straight to the descriptions of the first line.

9.2 The size of the pictures

1. Print both pictures and descriptions to be on the same page within the limited space of the paper

2. In case, the photo is so wide and big that it can be on the same page, shorten both descriptions and pictures

3. In case, the figures are too big and have many parts and portions to be pasted. Separate the page by identifying the figures order with the word "Continued" or "Con't d" such as Figure 1 (Cont'd) etc.

4. The figures in appendix needs to be the same as the figures in the contents, but it needs to be identified by the number separated by the sub-appendix like the case of table typing

5. The figures that need to be in the diagonal side are identified by the number order and its descriptions are underneath and the top side of the figures must be set on the side of the spine.

6. In case, the author cannot arrange the figures description on the same page of its figure. The author put it on the left hand.

7. The figures from other sources are needed to have its own sources reference as the table by typing it next to the description and next line and it must be in the bracket.

9) Scientific name typing

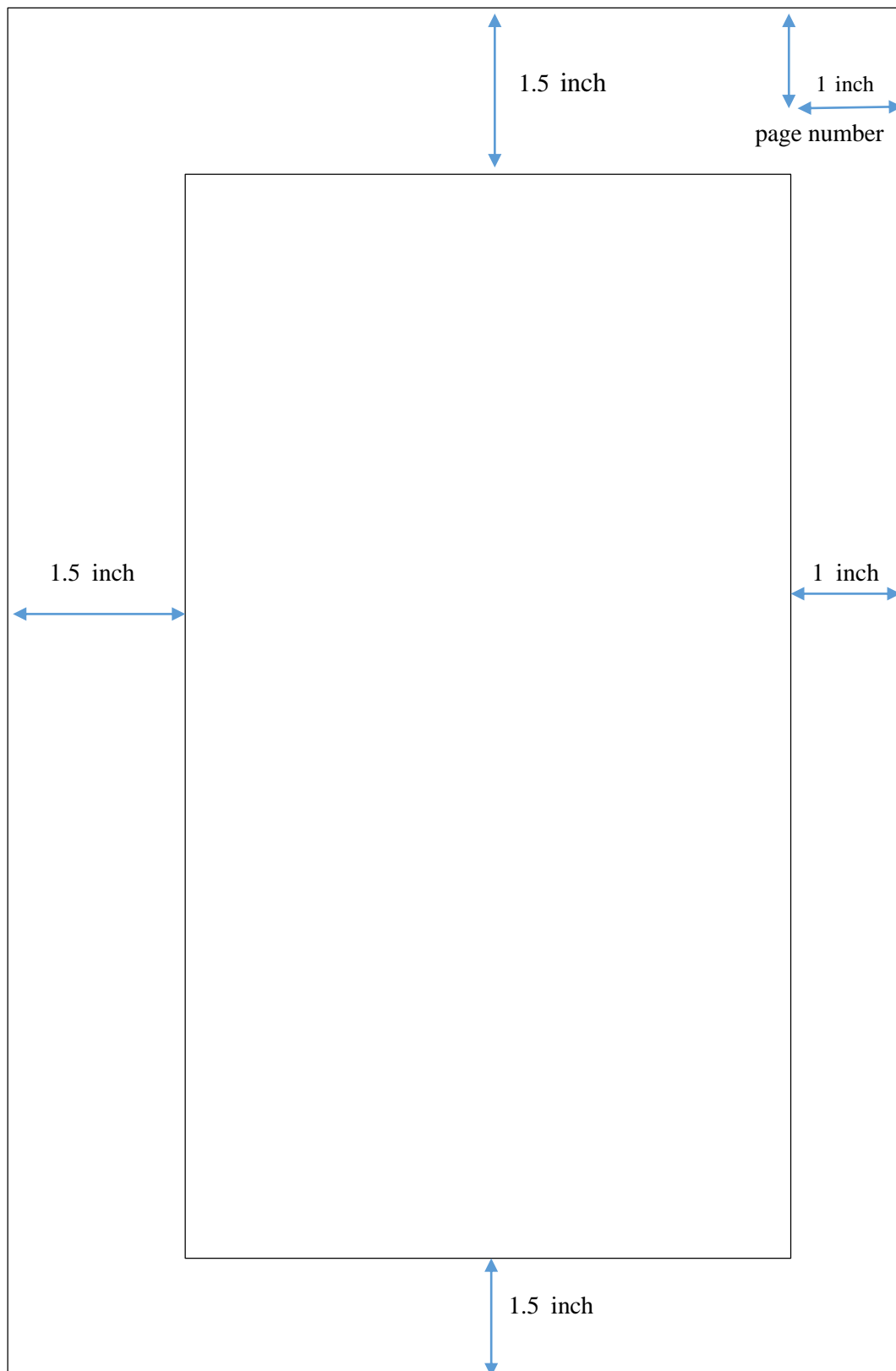
The typing of scientific name of alive animals such as plants, plant microflora and animals must be used by the international code of nomenclature. It is to make these letters outstanding from other letters or any other texts by underlining or italicizing. The scientific is according to the binominal nomenclature which consists of 2 words. The first word is genus (Generic name), which is capitalized and followed by the followed name, specific epithet. The author need to space the second name from the first name a little bit and it needs to be a small letter. Moreover, it can be followed by infraspecific epithet or person's name from the appropriateness of each faculty and major, sample below

A. Plants microflora such as Escherichia coli, *Bacillus sub tills*

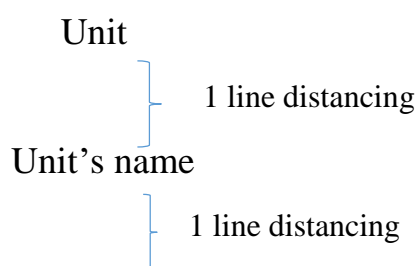
B. Plants such as Oryza sativa L., *Zea mays* L.

C. Animals such as *Crassostrea commercialis* Iredal & Routhly

We cannot reject that one day we can try our best not to choose that or these those ways

The leave of the pace of paper's edge

Thesis Structure



1. Sided-title

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1.1 Sub-title

contents.....

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1.1.1

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1.1.2

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a.

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b.

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1.2

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2. Sided-title

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Table typing

Table 2.4 Rubberwood physical properties

Rubberwood properties		References
Fiber morphology (μm)		
Fiber length	20.00	Saffian, Tahir, Harun, Jawaaid, & Hakeem, 2014
Fiber diameter	0.15	
Fiber lumen diameter	0.79	
Fiber wall thickness	0.72	
Chemical composition (%)		
Ash	0.82	Zaki, Muhammed, Shafie, & Daud, 2012
Lignin	17.35	
Holocellulose	57.71	
α-cellulose	38.54	
Moisture content	6.20	Srinivasakannan & Balasubramaniam, 2017
Fixed carbon	23.38	
Volatile matter	69.68	

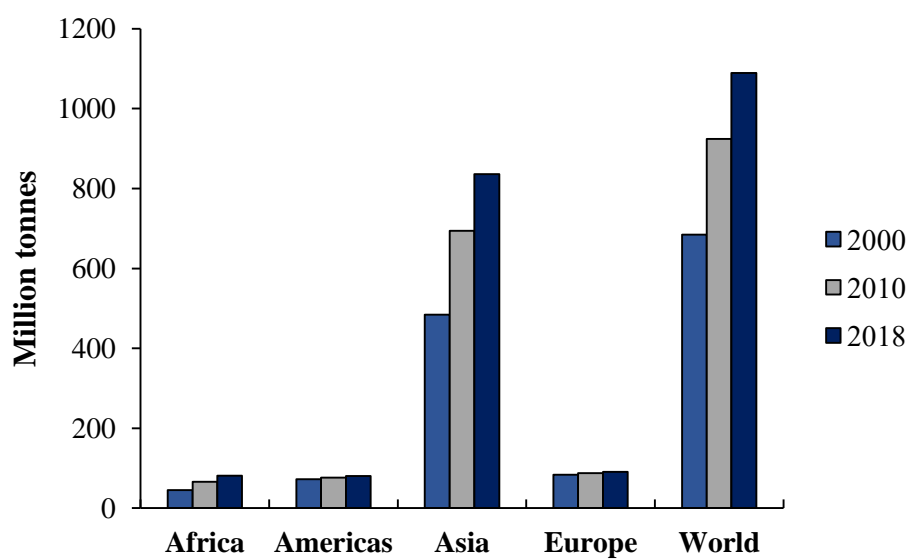
Printing illustration

Figure 2.1 Change in production of vegetables, 2000-2018

Source: (Food and Agriculture Organization, 2020)