

國立中央大學學位論文撰寫體例參考

National Central University Thesis Formatting Guidelines

一、論文編印項目次序 Thesis Binding Order

論文應依如下順序裝訂 The thesis should follow the binding order listed below:

1.封面 Front Cover	8.論文口試委員審定書 Verification Letter from the Oral Examination Committee for Master's/Doctoral Students	14.表目錄 List of Tables
2.書名頁 Title Page	9.中文摘要 Chinese Abstract	15.符號說明 Explanation of Symbols
3.授權書 NCU Authorization for Thesis/Dissertation	10.英文摘要 English Abstract	16.論文正文 Main Text of the Thesis
4.延後公開申請書 Application to the National Central Library for Deferring the Public Access to the Thesis/Dissertation	11.序言或誌謝辭 Preface or Acknowledgments	17.參考文獻 Bibliography
5.論文指導教授推薦書 Thesis Advisor's Recommendation	12.目錄 Table of Contents	18.附錄 Appendices
6.著作彙編之學位論文確認書 Thesis by Publication Confirmation Form	13.圖目錄 List of Figures	19.封底 Back Cover
7.研究主軸綜合論述 Comprehensive discussion outlining the central research theme		

二、規格說明 Instructions for Thesis Formatting

- 封面：包括校名、系所名稱、碩(博)士論文、論文題目，指導教授及本人姓名，畢業年月(請注意7、8月辦理畢業離校之學生，封面之年月請印製**年6月)等。(如附件一)。
封面顏色：碩士班為暗紅色、博士班為墨綠色。

Front Cover: It should include the name of the university, the name of the department/institute, the document type (Master's Thesis/Doctoral Dissertation), the title of the thesis/dissertation, the name of the advisor(s), the name of the author, and the year and month of graduation (For students who apply for graduation in July and August, please pay attention that the month of graduation printed on the front cover should be June of the year of graduation.). Colors for the front cover page are dark red for Master's theses and dark green for Doctoral dissertations. (Please refer to Attachment I.)

- 書名頁：包括校名、系所名稱、碩(博)士論文、論文題目，指導教授及本人姓名，畢業年月等。(如附件二)。

Title Page: It should include the name of the university, the name of the department/institute, the document type (Master's Thesis/Doctoral Dissertation), the title of the thesis/dissertation, the name of the advisor(s), the name of the author, and the year and month of graduation. (Please refer to Attachment II.)

- 國立中央大學圖書館學位論文授權書。

National Central University Authorization for a Thesis/Dissertation

- 國家圖書館學位論文延後公開申請書。(如需延後公開者，才需要裝訂)

Application for Embargo of Thesis/Dissertation (Only those who wish to defer the public access to their theses/dissertations need to bind the form in their theses/dissertations.)

5. 論文指導教授推薦書(如附件四)。
Advisor's Recommendation for Master's/Doctoral Students (Please refer to Attachment IV.)
6. 採用著作彙編者(採著作彙編者，才需要裝訂)，「著作彙編之學位論文確認書」附於「論文指導教授推薦書」之後。
For theses submitted in the Thesis by Publication format, the "Thesis by Publication Confirmation Form" Thesis by Publication (TBP) Confirmation Form (required only if the TBP format is adopted) shall be placed immediately after the "Thesis Advisor's Recommendation."
7. 研究主軸綜合論述(採著作彙編者，才需要裝訂)。
Comprehensive discussion outlining the central research theme(required only if the TBP format is adopted).
8. 論文口試委員審定書(如附件五)。
Verification Letter from the Oral Examination Committee for Master's/Doctoral Students (Please refer to Attachment V.)
9. 中英文論文摘要：內容應說明研究目的，資料來源，研究方法及研究結果等，約 300~500 字，中英文各一份裝訂於論文內，(格式如附件六、七)。
Chinese and English Abstracts: The abstracts in 300-500 words should state research purposes, sources, research methods, research outcomes and so on. The author should provide Chinese and English abstracts in separate forms and bind them in the thesis/dissertation. (Please refer to Attachment VI and Attachment VII for the sample of abstract format.)
10. 採用著作彙編者，學術著作共同作者貢獻聲明書附於每篇學術著作之前。
For TBPs, a "Co-author Contribution Declaration Form" must be placed before each academic work.
11. 論文尺寸及紙張：以 210mm * 297mm 規格 A4 紙張繕製。封面封底採用 150 磅以上雲彩紙。
Size and Paper: please use A4 size paper (Width 210 mm x Height 297 mm) for thesis binding. 150 gsm or above embossed leather grain paper should be applied for the front cover and the back cover.
12. 版面規格：紙張頂端留邊 2.5 公分，左側留邊 3 公分，右側留邊 2 公分，底端留邊 2.5 公分，打字版面範圍下方 1.5 公分處中央繕打頁次(見下頁圖 1)。
Margins: The top margin should be 2.5 cm; the left margin, 3 cm; the right margin, 2 cm; the bottom margin, 2.5 cm. A page number should be centered 1.5 cm above the bottom of the page. (See Figure 1 below.)
13. 文字規格：文章主體以中文撰寫為原則，自左至右，橫式打字繕排，文句中引用之外語原文以 () 號附註。
Fonts: The main text of the thesis should be written Chinese in principle. Texts should be typed horizontally from left to right. If a quote in a foreign language is in the main text, the quote should be noted in parentheses.
14. 頁次：(1)中文摘要至符號說明等，以 i，ii，iii，... 等小寫羅馬數字連續編頁。
(2)論文第一章以至附錄，均以 1，2，3，... 等阿拉伯數字連續編頁。
Pagination:
(1) Pages from Chinese Abstract to Explanation of Symbols are numbered in small Roman numerals (i, ii, iii...).
(2) Pages in the main text and back matter (e.g., bibliography and appendix) are numbered in Arabic numerals (1, 2, 3...).
15. 裝訂：自論文本左端裝訂，書背打印畢業學年度、校名、系所名、學位論文別，論文題目、著者姓名。(見附件十三)。
Binding: Please bind your thesis/dissertation on the left side. There should be the academic year of graduation, the name of the university, the name of the department/institute, the document type (Master's Thesis/Doctoral Dissertation), the title of the thesis/dissertation, and the name of the author printed on the book spine. (Please refer to Attachment XIII.)

16. 論文電子檔上傳：請至本校圖書館「碩博士論文系統」辦理。
Digital Thesis/Dissertation Submission: Please visit the system “National Central University Electronic Theses and Dissertations” to complete the submission:
<http://etd.lib.nctu.edu.tw/cdrfb3/ncu/nculogin.htm>
17. 送繳論文份數：Hard Copy of Thesis/Dissertation Submission:
- (1) 教務處註冊組：碩、博士班學生應繳交一本。
The Registrar Division: Please submit one paper copy of the thesis/dissertation to the Division.
 - (2) 就讀之系所辦公室：依各系所規定。
The Department/Institute Office: Please follow the relevant regulations of your department/institute.
 - (3) 本校總圖書館：依本校圖書館規定。
National Central University Library: Please follow the relevant regulations of the NCU Library.

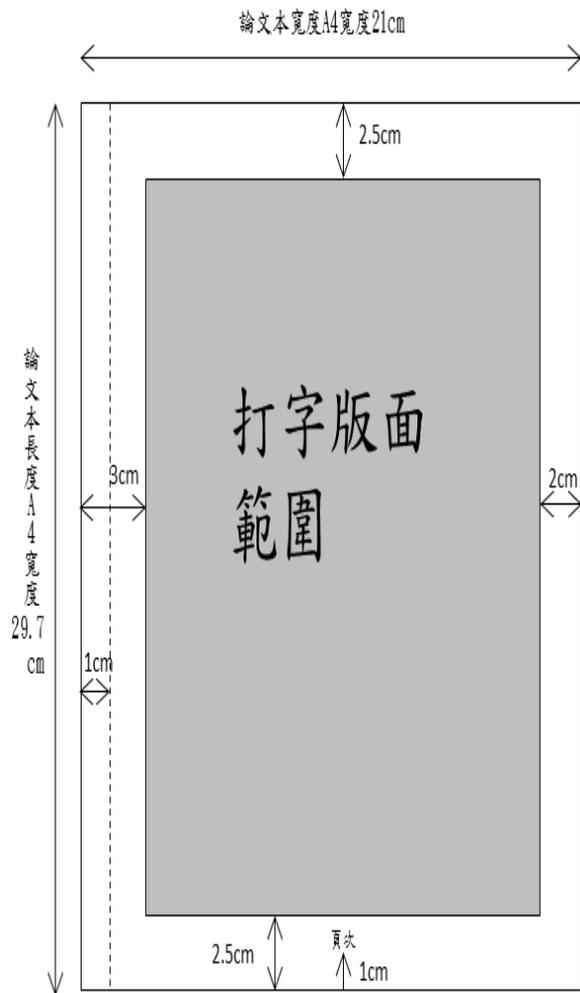


圖1 論文尺寸及打字版面規格範例
Figure 1 Text size and Typing Range

圖 1 論文尺寸及打字版面規格範例
Figure 1. The Paper Size of the Thesis/Dissertation and the Sample of the Layout

三、撰作細則 Thesis/Dissertation Formatting

1. 目錄：按本規範所訂“論文編印項目次序”各項順序，依次編排論文內容各項目名稱、章、節編號、頁次等(見圖 2)。

Table of Contents: Please abide by the “Thesis Binding Order” regulated in the guidelines to bind and number the pages of your thesis/dissertation in order (see Figure 2).

目 錄		頁次
中文摘要	i
英文摘要	ii
誌謝	iii
目錄	iv
圖目錄	v
表目錄	vi
符號說明	vii
一、	緒論.....	1
二、	研究內容與方法.....	7
2-1	xxxx.....	10
2-1-1	xxx.....	11
2-1-2	xxxxxxxxx.....	12
三、	理論.....	16
3-1	xxxx.....	17
3-2	xx.....	19
四、	實驗部份.....	23
五、	結論.....	28
六、	xx.....	30
參考文獻	35
附錄一	36
附錄二	37

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圖 2 目錄編排範例
Figure 2. Sample of Table of Contents

Table of Contents		Pages
Chinese Abstract		i
English Abstract		ii
Acknowledgments.....		iii
Table of Contents		iv
List of Figures		v
List of Tables		vi
Explanation of Symbols		vii
Chapter I Introduction		1
Chapter II Research Context and Methods		7
2-1 xxxx.....		10
2-1-1 xxx.....		11
2-1-2 xxxxxxxx.....		12
Chapter III Theories		16
3-1 xxxx.....		17
3-2 xx.....		19
Chapter IV Research Experiment		23
Chapter V Conclusion		28
Chapter VI xx.....		30
Bibliography		35
Appendix A		36
Appendix B		37

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Figure 2. Sample of Table of Contents

2. 圖表目錄：文內表圖，各依應用順序，不分章節連續編號，並表列一頁目次(見圖 3)。
 List of Figures and Tables: The figures and tables in the main text should be numbered respectively and successively in any chapter or section, and should be listed separately. Each list should begin on a separate page (see Figure 3).

表目錄 List of Tables	
表 1 形狀記憶合金的分類.....	30
表 2 xxxxx.....	31
表 3 xxxxxxx.....	32

圖目錄 List of Figures	
圖 1 組織系統圖.....	10
圖 2 xxxxx.....	12
圖 3 xxxxxxx.....	15

圖 3 圖、表目錄範例

Figure 3. Samples of the List of Tables and the List of Figures

List of Tables	
Table 1 Shape-memory Effects of Shape Memory Alloys	3
Table 2 ××××.....	31
Table 3 ××××××.....	32

List of Figures	
Figure 1 Organization Chart.....	10
Figure 2 ××××.....	12
Figure 3 ××××××.....	15

Figure 3. Samples of the List of Tables and List of Figures

3. 符號說明：各章節內所使用之數學及特殊符號，均集中表列一頁說明，以便參閱，表內各符號不須編號(見附件十)。

Explanation of Symbols: The mathematic and special characters should be listed on a separate page for reference. The symbols do not require any serial number. (Please refer to Attachment X.)

4. 論文正文：Main Text of the Thesis:

- (1) 章節編號：章次使用一、二、……等中文數字編號，節段編號則配合使用 1-1、1-1-1、1、(1)、①等層次順序之阿拉伯數字。

Chapter numbering: Please number the chapters in Roman numerals (I, II, III...), and sections and sub-sections within each chapter should be numbered in Arabic numerals in order (1-1, 1-1-1, (1) or ①).

- (2) 章節名稱及段落層次：(見圖 4)。Chapter, Section, and Paragraph Layout: Please see Figure 4.

- ①章次、章名稱位於打字版面頂端中央處。

A chapter number and the title should be centered on the top of the layout of the main text.

- ②節次、段次均自版面左端排起，各空一、二格後，繕排名稱；每段第一行第一字前空兩格。

A section and a paragraph should be typed and indented from the left side. Please indent the first line of each paragraph.

- ③小段以下等號次及名稱，均以行首空數格間距表明層次。

A sub-section or a sub-paragraph should be indented as well to demonstrate the subordination.

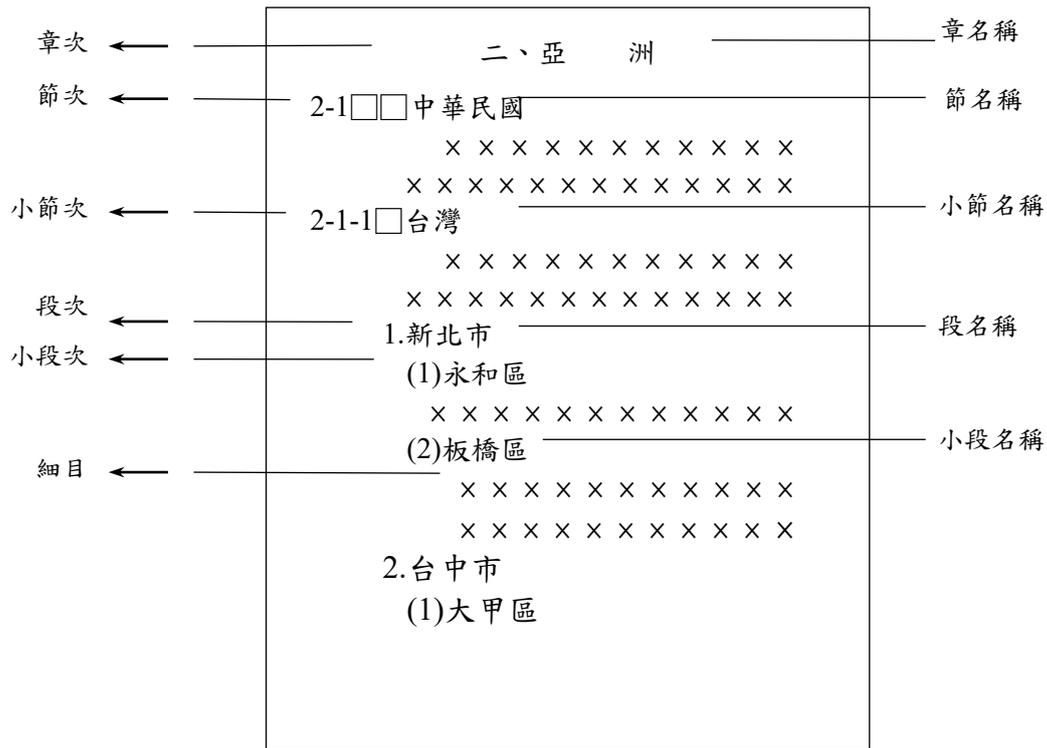


圖 4 章節、段落、文字層次範例

Figure 4. Sample of Chapter, Section, and Paragraph Layout

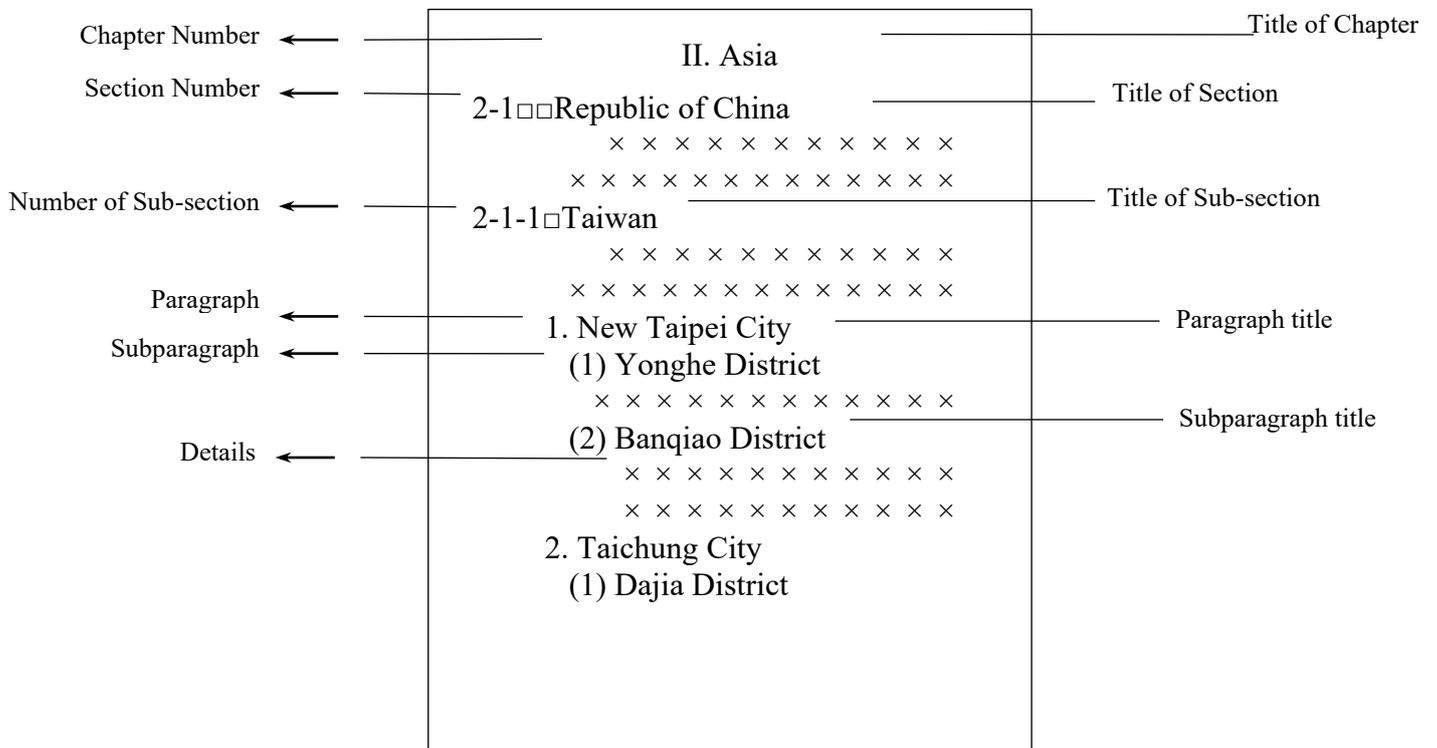


Figure 4. Sample of Chapter, Section, and Paragraph Layout

(3) 行距：間隔 1.5 或 2 行(Double space)，每頁最少 25 行，章名下留雙倍行距。
Spacing: The main text should be 1.5- or double-spaced. There should be no less than 25 lines per page. The line below a chapter title should be double-spaced against the chapter title.

(4) 字距：中文為密集字距，如本規範使用字距，每行最少 30 字。英文不拘。
Word-spacing: If the thesis/dissertation is written in Chinese, please choose intense spacing, which is the same spacing as the guidelines apply. There should be no less than 30 characters in each line, but a thesis/dissertation written in English is the exception.

(5) 文句內數字運用：Numerical Expressions in the Main Text:

①描述性、非運算之簡單數字及分數數字，以中文數字表示。

例：一百六十人，五萬二千元，五十分之十六等。

Descriptive, non-arithmetic operations, and fractions should be written in spelled-out Chinese numbers, e.g., a hundred sixty people, fifty-two thousand dollars, and sixteen fiftieths.

②繁長者視情況使用中文或阿拉伯數字，以簡明為宜。

例：美金二十二億元（不用 2,200,000,000 元）。

\$ 25,366（不用二萬五千三百六十六美元）。

For large numbers, please choose either Chinese numerals or Arabic numbers in the principle of simplicity and clarity, e.g., 2.2 billion US dollars (instead of 2,200,000,000 US dollars) and \$25,366 (instead of twenty-five thousand three hundred sixty-six US dollars).

(6) 數學公式：文中各數式，依出現次序連續編式號，並加（）號標明於文中或數式後。
Mathematical Formulas: The math formulas in the main text should be numbered in sequence, and the number should be specified in parentheses following the formula or specified in the main text.

例：For instance:

$$Q(0) = h^2 f_{xx}(a, b) + 2hkf_{xy}(a, b) + k^2 f_{yy}(a, b) \quad (11)$$

$$f_{xx} Q(0) = (hf_{xx} + kf_{xy})^2 + (f_{xx}f_{yy} - f_{xy}^2) k^2 \quad (12)$$

則由(12)式，可得得到下列結論：

From Formula (12), we may conclude that...

(7) 註腳：Footnotes

①特殊事項論點等，可使用註腳(Footnote)說明。

Footnotes may be used to describe or explain certain ideas and arguments.

②註腳依應用順序編號，編號標於相關文右上角以備參閱。各章內編號連續，各章之間不相接續。

Footnotes should be numbered in sequence in separate chapters, and the numbers of footnotes should appear as superscripts in the main text for reference.

③註腳號碼及內容繕於同頁底端版面內，與正文之間加劃橫線區隔，頁面不足可延用次頁底端版面。

Numbers of footnotes and texts should be listed at the bottom of the very same page, separating the main text from footnotes with a line. Texts of a footnote may continue to the next page bottom if there is insufficient space.

例：For instance:

當牛頓與萊布尼茲利用微積分的觀點找出切線與曲線下的面積 — 兩種幾何意涵彼此之間看似沒有任何關聯 — 牛頓與萊布尼茲直覺上認為兩者間存在某種關聯性且嘗試挑戰證明這關係。這關聯性¹¹的發現與被證明，使得微積分中的微分與積分合而為一成為探索、瞭解宇宙現象的最有力的數學工具。

As Newton and Leibniz tried to examine from the perspective of Calculus an area between a curve and its tangent—two geometric ideas superficially non-related—between which they intuitively considered there might be some correlation, and they challenged to justify the relation. This unveiled and proven correlation¹¹ made differentiation and integration in Calculus work together to become the most powerful tool to explore and understand the phenomena in the universe.

¹¹ 此關聯性我們稱為微積分基本定理(Fundamental Theorem of Calculus)。Such correlation is the so-called Fundamental Theorem of Calculus.

- (8) 文獻參閱：文中所有參考之文獻，不分中英文及章節，均依參閱順序連續編號，並將參閱編號，加〔 〕號標明於參閱處。文獻資料另編錄於論文本文之後。

Bibliography: All the references in the main text should be numbered in sequence following the order listed in the bibliography regardless of the written languages of the references. The reference numbers in the main text should be marked with square brackets. A bibliography should be enclosed after the main text.

例：

For instance:

在設計 \bar{x} 管制圖時最常用的成本模式是 Duncan [1] 所導出來的模式。此模式是根據下述製程行為和收入的某些假設而成立的。

The Duncan Model [1] is the cost model that is most frequently applied to \bar{X} -control charts design. The model is based on the assumptions of the following manufacturing processes and income.

- (9) 圖表編排：Layout of Tables and Figures:

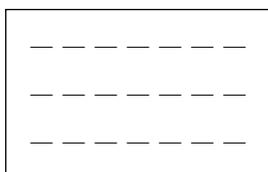
- ① 表號及表名列於表上方，圖號及圖名置於圖下方。資料來源及說明，一律置於表圖下方。

Label a table and provide its corresponding Arabic numeral above the table; provide a label name and its corresponding Arabic numeral below a figure. Source information and additional explanation should be placed below a table or a figure.

- ② 圖表內文數字應予打字或以工程字書寫。

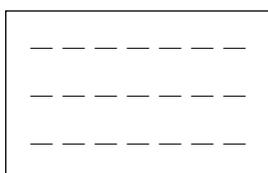
Numbers in tables and figures should be typed or written in technical lettering.

表 1 xxxxx



資料來源：xxxx

Table 1. xxxxx



Source: xxxx

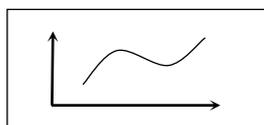


圖 3 xxxxx

資料來源：xxxx

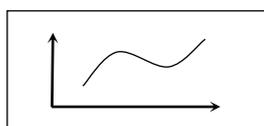


Figure 3. xxxxx

Source: xxxx

- (10) 採用著作彙編者，「學術著作共同作者貢獻聲明書」附於每篇學術著作之前。

For a Thesis by Publication, a “Co-author Contribution Declaration Form” must be placed before each academic work.

5. 參考文獻資料編排 Bibliography Entry Arrangement

(1) 所有參考文獻資料，均置於論文本文之後，獨立另起一頁，按參閱編號依次編錄(見附件十一)，頁次仍與本文接續。

All bibliographical references should be listed on a separate page after the main text. Please number the list based on the reference order in the main text. The pagination should be continued from the main text. (Please refer to Attachment XI.)

(2) 各類資料項目順序及格式

Formatting and the List of Order for Various Types of Media in Bibliography:

① 書籍：格式如下，項目如無，可從略。

Books: The format is listed below. Items could be omitted if there is no such information.

著者姓名、合著者、合著者：	《書名》，	卷數，	譯者，	再版版本，		
1	2	3	4	5	6	7
《書名》，	(編者)，	出版地	(或者有編者發行)：	出版者，		
8	9	10		11		
出版年月。						
12						

Author, Co-author, Co-author, <i>Title of Book</i> , Volume, Translators, Edition,						
1	2	3	4	5	6	7
<i>Title of Book</i> , (Editors), Location: Publisher (or Prepared by Editor), Publication Date.						
8	9	10	11			12

例：For instance:

[1] 張春興：《教育心理學》，第四版，台北市：東華書局，民國八十五年。

[2] Treagust, D. F., Duit, R., & Fraser, B. J. (Eds.). *Improving teaching and learning in science and mathematics*. New York: Teachers College Press, 1996.

[3] 楊國樞、文崇一、吳聰賢和李亦園主編：《社會及行為科學研究法》，台北市：東華書局，民國六十八年。

說明：Formatting Principles:

a. 一人以上著者，應按原文獻中順序繕列。

When a book has more than one author, order the authors in the same way they are presented in the book.

b. 三人以上著者，則僅書第一著者姓名，後加「等」字，或“et al.”。

If there are three or more authors, list only the first author followed by the phrase et al. (Latin for “and others”) in place of the subsequent authors’ names.

例：E.g., 姚從吾等編著。M. W. Du, et al.

c. 機關，學校等著者，則將團體名稱比同個人著者姓名繕列。

If a book is published by a group such as an organization, a school and so on, list the name of the group following the same formatting manner of a single author.

例：E.g., 行政院國家科學委員會：《生物教育學門規畫》，台北：行政

院國家科學委員會，1996。

- d. 一連串書的作者為同一人時，以橫線代表重複之作者姓名。

If there are two or more books written by the same author, use hyphens for each subsequent entry.

例：E.g.,

[1] 李期泰：《外交學》，台北：正中書局，民國五十一年。

[2] ——：《國際政治》，台北：正中書局，民國五十二年。

- e. 作者不詳時，以書名開始。

If there is a book with no author, start with the book title.

例：E.g.,

[1] 《北京大學五十週年紀念特刊》，（〔北平？〕：出版者不詳，民國三十七年）。

[2] *Sake*. Nonpareil Press, Chicago, 1910.

- f. 翻譯作品

Translated works

例：E.g.,

[1] (德) 赫塞 (Herman Hesse) 著：《鄉愁》，陳曉南譯，台北：新潮文庫，民國六十五年。

[2] Lissner, Ivar. *The Living Past*. Translated by J. Maxwell Brownjohn, New York: G. P. Putnam's Sons, 1957.

- g. 作者以筆名、別號發表作品時，仍用筆名或別號，並以方括號將查出之作者本名括起來，放在筆名或別號之後。

If a book is published under a pseudonym, list the pseudonym and put the author's real name (if there is any) in square brackets following the pseudonym.

例：E.g.,

[1] 孟瑤〔楊宗珍〕：《飛燕去來》，再版，台北：皇冠雜誌社，民國六十三年。

[2] Penrose, Elizabeth, Cartright (Mrs. Markben). *A History of France*. London: John Murray, 1872.

- ② 期刊報章論文：刊物名稱以斜體表示，中文篇名加〈〉號，西文篇名加“ ”號。格式如下：

Periodicals: Please *italicize* a periodical title and put the title of an article in quotations marks. (If the article is in Chinese, use “〈〉”；if in English, use double quotations marks.)

著者姓名、合著者：〈篇名〉，(報)刊名，卷，期，

1 2 3 (期刊名及刊期) 5

4

期刊發行者，發行年月，頁次。

6 7 8

Author, and Co-author. “Article Title,” *Title of Container and Version*,

1 2 3 4

Volume, Number, Publisher, Publication Date, Pages.

5 6 7 8

國立中央大學

財 務 金 融 學 系
碩 士 論 文

論 文 題 目

研 究 生：

指 導 教 授：

中 華 民 國 年 月

National Central University

Department of Finance
Master's Thesis

Thesis Title

Graduate Student:
Advisor(s):

Month, Year

國立中央大學

財務金融學系
碩士論文

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研究生：
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Department of Finance
Master's Thesis

Thesis Title

Graduate Student:
Advisor(s):

Month, Year

國立中央大學碩士班研究生
論文指導教授推薦書

_____學系/研究所_____研究生所提之論
文_____ (題 目)_____

係由本人指導撰述，本論文之題目及內容契合本系所
屬性與專業研究領域，同意提付審查。

指導教授_____ (簽章)

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National Central University

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This thesis was written under my supervision. Its title and
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(YYYY/MM/DD)

xxxxxxxxxxxxxxxx (中文題目) Thesis Title in Chinese xxxxxxxxxxxxxxxxxxx

摘 要

----- (英文題目) Thesis Title in English -----

ABSTRACT

誌 謝
Acknowledgments

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符 號 說 明

Explanation of Symbols

- Δg_c : Chemical free energy difference
- σ : Interfacial energy per unit area
- A : Elastic strain energy coefficient
- B : Stress induced martensite
- SIM : Stress induced martensite
- σ^{P-M} : Critical stress to induce SIM
- γ : Surface tension force
- $r_1 \cdot r_2$: Radius of curvature
- $\Delta \mu$: Chemical potential gradient
- Ω : Atomic volume
- T.D. : Theoretical density

參 考 文 獻

Bibliography (For Theses/Dissertations in Chinese)

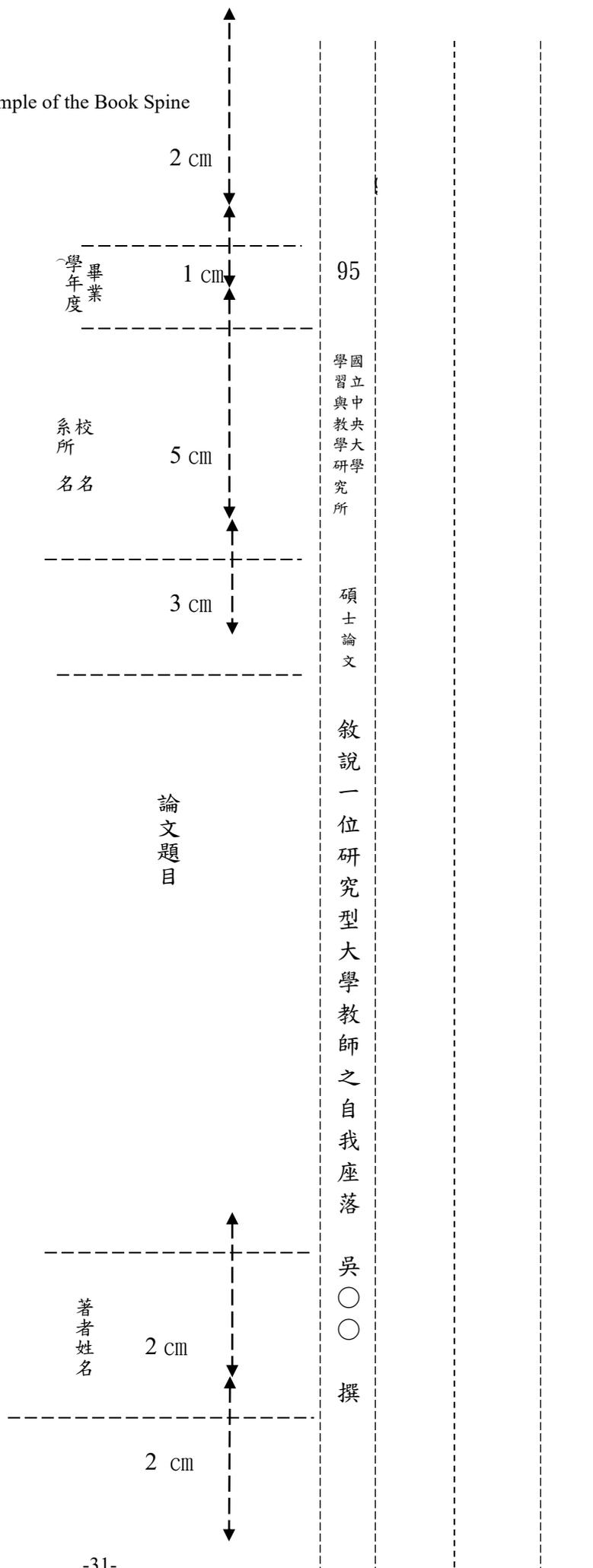
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- [3] -----
- [4] -----

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附 錄 一

Appendix A

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附件十三 書背打印規格範例	Attachment XIII: Sample Book Spine
畢業學年度	Academic Year of Graduation
校名	Name of the University
系所名	Name of the Department/Institute
論文題目	Thesis Title
著者姓名	Author Name
2 cm	2 cm
1 cm	1 cm
5 cm	5 cm
3 cm	3 cm
2 cm	2 cm
2 cm	2 cm
國立中央大學 學習與教學研究所	National Central University Graduate Institute of Learning and Instruction
碩士論文	Master's Thesis
敘說一位研究型大學教師之自我座落	A Narrative Study of the Self-location of a Teacher at a Research University
吳○○ 撰	--- Wu (First Name-Last Name Order)