

Chapter 1

Introduction

1. Definition of thesis

Thesis means a complete written text containing the result of research on an approved topic that has been analyzed and composed systematically by Graduate students; often required for the completion of Master Degree Plan A or Doctoral Degree.

2. Significance of thesis

2.1 A product exhibiting ability and diligence of the student

A Master Degree's education focuses on the ability of the graduate to acquire new knowledge, continuously pursue academic issues, and appropriately analyze and find a solution in accordance with academic principles. Therefore, a thesis demonstrates students' ability and diligence in completion of the educational aspects above.

2.2 A necessary condition for completion of degree

According to the Graduate Program standards, Master Degree and Doctoral Degree students must complete a thesis. It is therefore not possible to complete degree without thesis completion.

2.3 An index of educational attainment of the Graduate

Once thesis is the index of educational quality of graduate; the quality thesis which, for example, provides new knowledge that benefits the academic community or may be applied to societal problems, or being accepted for publication in academic journals or presentation at conferences; such that the graduate's work may gain acceptance in the particular academic field to which it is relevant.

3. Qualities of a good thesis

A good thesis is a certificate of a writer's ability and achievement. The quality of the content is primarily based on correctness and academic value. The thesis presentation should also be high quality. The following components indicate the quality of thesis, both in terms of presentation and format of the written text.

3.1 Text Format

The submitted thesis should be durable with an outer cover and paper made from high-quality and standard material. It should also be bound smoothly with an uneven border.

3.2 Length

A good thesis should have an appropriate length which is not too long nor too short, and represent the ability of the writer through organizing efficient language use while helping the reader to understand well. Most universities assign a thesis length by word-count such as not more than 20,000 words for Master Degree's English thesis and not more than 80,000 words for the Doctoral Degree (not including the appendix, which should not be longer than content)

3.3 Language

Formal language should be used for both Thai and English medium theses. Avoid spoken language conventions such as slang or idioms. Students should correctly use words, phrases and sentences based on the grammar of the language in which the thesis is written. In case uncertainty, the students should check the standard dictionary or seek advice from an expert for correct usage.

3.4 Accuracy of information and typing

The dependability of a thesis is based on the accuracy of both information and typing. The student is responsible for providing accurate information and checking the correctness of all words and numbers.

4. What the student should know about writing a thesis

4.1 Regulations governing thesis writing and submission

Student should be aware of the criteria, announcements, and regulations of the university regarding thesis writing and submission prior to the deadline. These regulations and any announcements can be found in the Regulations of Khon Kaen University on Graduate Education Level and in this Thesis Guidebook.

4.2 Thesis advisor

4.2.1 Choosing a thesis advisor

Students must meet advisor, the Head of the Department, or Program Administrator to discuss research problem and methodology that could result in the topic selection. The student may choose an advisor from among teachers who are experts or otherwise specifically concentrate on the chosen content area or in accordance with discretion of each program.

4.2.2 Discussion

Student should often discuss and report their research progress to their advisor. Consultations with the advisor should be scheduled once or twice a month, for example.

4.3 Morals and Ethics of research

4.3.1 Researcher's ethics

Since the thesis involves research, it is by nature a suggestive proposition involving information resulting from research and must relate with people or organizations throughout the course of the study. Students should familiarize themselves with researcher's ethics in accordance with the announcement of the National Research Council of Thailand's "Researcher Codes of Ethics" as ethical guidelines for researchers.

4.3.2 Ethical considerations in research involving human subjects

Human research means any study affecting a human's physical body, mind, and behaviour, either directly or indirectly. Realizing the importance of human research, Khon Kaen University has appointed the Khon Kaen University Ethics Committee for Human Research, and any student who intends to do human research must ask for permission through the Research Section of Khon Kaen University before initiating research. For further details, refer to <http://eckku.kku.ac.th/> and <http://ora.kku.ac.th/>

4.3.3 Ethical considerations in research involving animal subjects

Khon Kaen University realizes the importance of animal research in addition to human research. Therefore, animal researchers should act in accordance with the University's principles based on moral, ethic, humanity, and academic considerations. For further details, refer to <http://eckku.kku.ac.th/> and <http://ora.kku.ac.th/>

Chapter 2

Regulation of Thesis Process

1. Registration of the thesis

A student may register their thesis for the first time after a thesis advisor has been appointed and/or has qualification specified in each program. The number of credits registered for be in accordance with the suggestions of the thesis advisor and co-advisor or with respect to the specific qualification in each program.

2. Proposal for thesis advisor appointment

Students propose a selected advisor and co-advisor (if any) according to the GS 21 to the faculty with the approval of the Department Head and Program Administrator. The major advisor and co-advisor shall be in accordance with the following:

2.1 Number of major advisor and co-advisors

There should be one major advisor and there may be a co-advisor should it be deemed appropriate and comply with the regulations (if any) of each faculty.

2.2 Qualifications of the major advisor

2.2.1 Must be a member of the teaching staff of Khon Kaen University

2.2.2 Must have attained a Doctoral Degree or equivalent level **or** an academic position not lower than Associate Professor in that field or a related field.

2.2.3 Must have done research work exclusive to degree requirements.

2.3 Qualifications of the co-advisor

Must hold a full time teaching or academic position, with experience in research work as a major advisor.

The Dean reserves the right to appoint an expert as a co-advisor.

2.4 The responsibilities of advisor are as follows

2.4.1 Provide guidance and advice on theory, research methodology, and any other problems encountered.

2.4.2 Supervise process of thesis writing.

2.4.3 Evaluate the progress of thesis writing during the research.

2.4.4 Approve the student's thesis defense.

The co-advisor should cooperate with the advisor in approval of the thesis draft, give advice, and supervise the student in thesis writing.

The advisor and co-advisor should be aware of rules and criteria affecting thesis writing, including applicable regulations and printing format so as to supervise students correctly.

In case where it becomes necessary to change the thesis advisor and/or co-advisor, the student must submit approval to the Dean from both previous and new advisors and the Department Head or Program Administrator according to the Form GS21

3. Presenting the thesis draft

3.1 The thesis draft

The thesis draft is a research document explaining the background and specification of research problems, objective, scope, methodology and outline as a study proposal. The draft should be arranged subsequent to the registration of the thesis by the

student, comprising issues and components according to Graduate School's GS23, or conforming to standards accepted in each faculty with the approval of the thesis advisor and co-advisor.

3.2 Draft approval

3.2.1 After the registration of thesis subject, the student should submit the draft that already approved by advisor and co-advisor to the Dean for approval within the time allowed by each faculty.

3.2.2 Doctoral Degree students must pass the Qualifying defense before submitting the draft for approval.

3.2.3 Submit 6 copies of the draft for approval. Following the format of GS23 as assigned by the Graduate School.

3.3 Changing thesis title

In case of the student wish to change the title of a Thesis in progress, and where such change has the effect of altering the focus of content, the evaluation result of the previous title can be replaced with a new title. This new title, however, must be the same number of credits, and the symbol of passed credit must be "S". This change must be approved by the Dean of the Faculty with the agreement of the Program Administrative Committee. The faculty staff must inform the Registration Section within 15 days, and also record the result in the student's profile.

4. The evaluation of thesis progress

The evaluation of the thesis progress during the semester must be as follows;

4.1 Thesis advisor shall evaluate the thesis progress of the student every semester. They are to report the result of this evaluation to the Program Administrative Committee, and the Bureau of Academic Administration and Development. [The student could submit a report of thesis progress as sample on page 13]

4.2 The evaluation of thesis progress

4.2.1 Use of S shall indicate a satisfactory result of the thesis evaluation. The advisor shall indicate to evaluate the student's progress in thesis writing by recommending how many thesis credits have been evaluated as S in each semester. This number shall not be excess of the credits for which the student has registered. If no progress has been made, the credits earned with S in that semester shall be equal to 0 (Zero).

4.2.2 The draft of the thesis for presentation to the Defense Committee and the original Thesis manuscript that has to be published as the program's condition are defined as a part of Thesis that can be set as number of credit which is depends on each case.

4.2.3 For the student who has been evaluated as having made no progress in their thesis and earned 0 (Zero) credits, the Program Administrative Committee shall investigate the cause. This may cause the student to change the thesis or independent study proposal, or change the thesis advisor. The Program Chair shall report this cause to the Dean of the Faculty so a solution may be proposed.

If the student has made no progress toward completion of their thesis and earns 0 credits for 2 consecutive semesters, the student status shall be invalid.

5. Thesis defense approval

5.1 Qualification of students taking thesis defense the students may request a thesis defense given that

5.1.1 The thesis draft has been approved for not fewer than 60 days.

5.1.2 The progress evaluation report contains a symbol S for the total credit numbers of the Thesis course.

5.2 Preparation before thesis defense

5.2.1 The student must submit a copy of the unbound thesis manuscript to each member of the thesis defense committee and submit a request for the defense according to the Form GS25 with approval of the advisor and Department Head or The Program Chair, at least 20 days prior to the defense.

5.2.2 The student must pay the defense fees through the Financial Section of his/her faculty before the defense date.

5.2.3 The Department Head or The Program Chair must submit a proposal for the appointment of the Thesis Defense Committee to the Faculty for approval, at least 15 days prior to the defense date.

6. Thesis defense

An evaluation of the student's thesis shall be comprised of proof reading and an evaluation of thesis quality, oral defense, and evaluative conference; all conducted by the thesis defense committee.

6.1 A Thesis defense should be arranged within 45 days after the student passes the progress evaluation with a symbol S for the total credit numbers of the Thesis course.

For the report of the last progress evaluation with a symbol S for the total credit number of the Thesis, the advisor must propose the appointment of a Defense Committee to the Dean of the Faculty including the Defense date for approval.

If, for an approved reason, the student can not present a Defense within 45 days, the last symbol is invalid.

6.2 The faculty shall appoint the Thesis Defense Committee comprising of at least one external expert who is not a co-advisor, at least one full time faculty staff who is not a co-advisor, and a major advisor; however, the co-advisor may be additionally appointed (if available). One of the committee members who is not the advisor shall act as the chairperson of the defense committee.

The teaching staff and external experts for the Defense must hold a Doctoral Degree or equivalent level, or an academic position not lower than Associate Professor in that field or in a related field, and must have done research work which is not a part of the study for a degree.

In case of necessity, the Dean of the Faculty may appoint an expert to be on the Defense committee, with approval from the Graduate School Committee, and this shall be in accordance with the Graduate School Announcement.

The Defense must be open to those interested in attending the presentation and the faculty shall announce the Defense 7 days prior to the Defense date.

The Defense committee is authorized to permit or exclude these other people from asking questions or sharing opinions regarding the content of the thesis and may further impose time limitations on asking questions so as to conduct the Defense procedure smoothly.

6.3 On the defense day there shall be at least 3 persons including a full time faculty staff or an external expert and thesis advisor. This will enable the defense to be complete.

If a full complement is not presented, the defense shall be postponed and a new date arranged which gives the newly appointed committee members time to review the thesis in its entirety.

6.4 Defense evaluators

A defense evaluator must be a member who is present at the defense. An evaluation by an advisor(s) should be counted as 1, a teaching staff(s) should be counted as 1, and an expert(s) should be counted as 1. The results of the evaluation of the committee members shall be determined by a majority vote.

6.5 Reporting the result of the thesis defense

6.5.1 The chairperson of the defense committee shall report the result in a letter to both the Dean of the Faculty and the student within 3 working days from the defense date.

6.5.2 In such a case where the student passes the defense with condition, the defense committee shall note the items which are in need of revision and shall inform the student of the same. The student must present these revisions to the defense committee for approval within 45 days of the defense date. If the student is unable to acquire the approval, the result of the defense is invalid. The defense committee shall report this result to the Dean of the Faculty.

6.5.3 If the student is unable to pass the defense, the defense committee must report the primary reason in a letter to the Dean of the Faculty within 3 days of the defense date. The faculty shall report the result of the defense to the Bureau of Academic Administrative and Development within 15 working days.

6.5.4 If the student cancels the defense without presenting a satisfactory reason, the result of this shall be failure of the defense.

6.6 Failure of the defense

6.6.1 The student who fails the exam may request a second defense within 15 working days of the defense date, and must complete the defense within 60 days after the first defense has ended.

6.6.2 If the student is failed pursuant to No. 6.5.2, the student may request the second defense within 15 days of the ending date of the revision, and must complete the defense within 60 days of the ending date of the revision.

6.6.3 In both aforementioned cases (No. 6.5.2 and 6.5.3), the student must submit the defense fee as per the faculty's regulations. If the student does not, the student's status is invalid.

6.6.4 For the second defense, the student must follow all regulations as relevant to the first defense.

7. Thesis submission

7.1 Students who pass the thesis defense must publish their thesis according to the specifications and format assigned by the Graduate School. Students must submit 1 copy of the unbound manuscript to the Graduate School within 45 days after the day of the defense for the thesis correctness and format check.

If the students have conditionally passed the thesis defense, they must also publish their thesis according to the specifications and format assigned by the Graduate

School. These students must also submit 1 copy of the unbound manuscript to the Graduate School within 45 days after the day of the defense for the thesis correctness and format check. However, the students must submit the complete unbound thesis to the Graduate School within 3 days after the revision has been approved by the thesis defense committee.

7.2 The Graduate School shall review the thesis for correctness and general format within 3 working days from the date of submission. If further revision is necessary the students shall resubmit to the Graduate School within 7 days.

7.3 If the student is unable to proceed within the day assigned in No. 7.1 and 7.2 The student shall pay a fine of 100 baht/per day past the deadline. If the student does not complete the thesis within 45 days, the result of the thesis defense is invalid and the student must submit a request for a new defense.

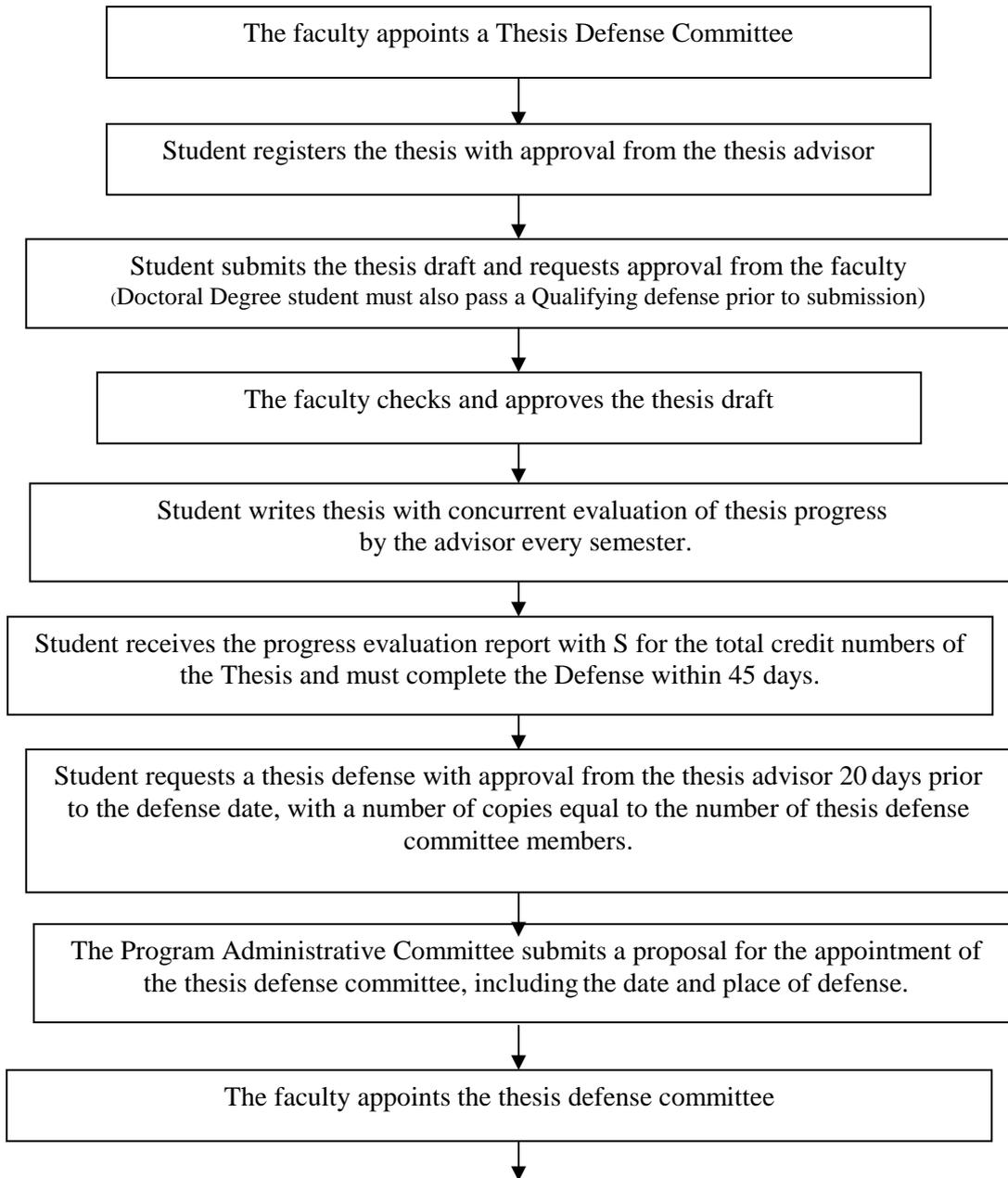
7.4 The Graduate School shall forward the Thesis Certification to the faculty for the Dean's approval within 1 day after the thesis submission assigned in No.7.1

7.5 The student must collect the complete thesis with the signature of the Dean of the Graduate School to be bound according to the standard set forth by the Graduate School. The student must submit 4 copies of the bound thesis and 1 copy of the unbound manuscript with 1 copy on CD ROM to the Graduate School within 30 days after the approval from the Dean.

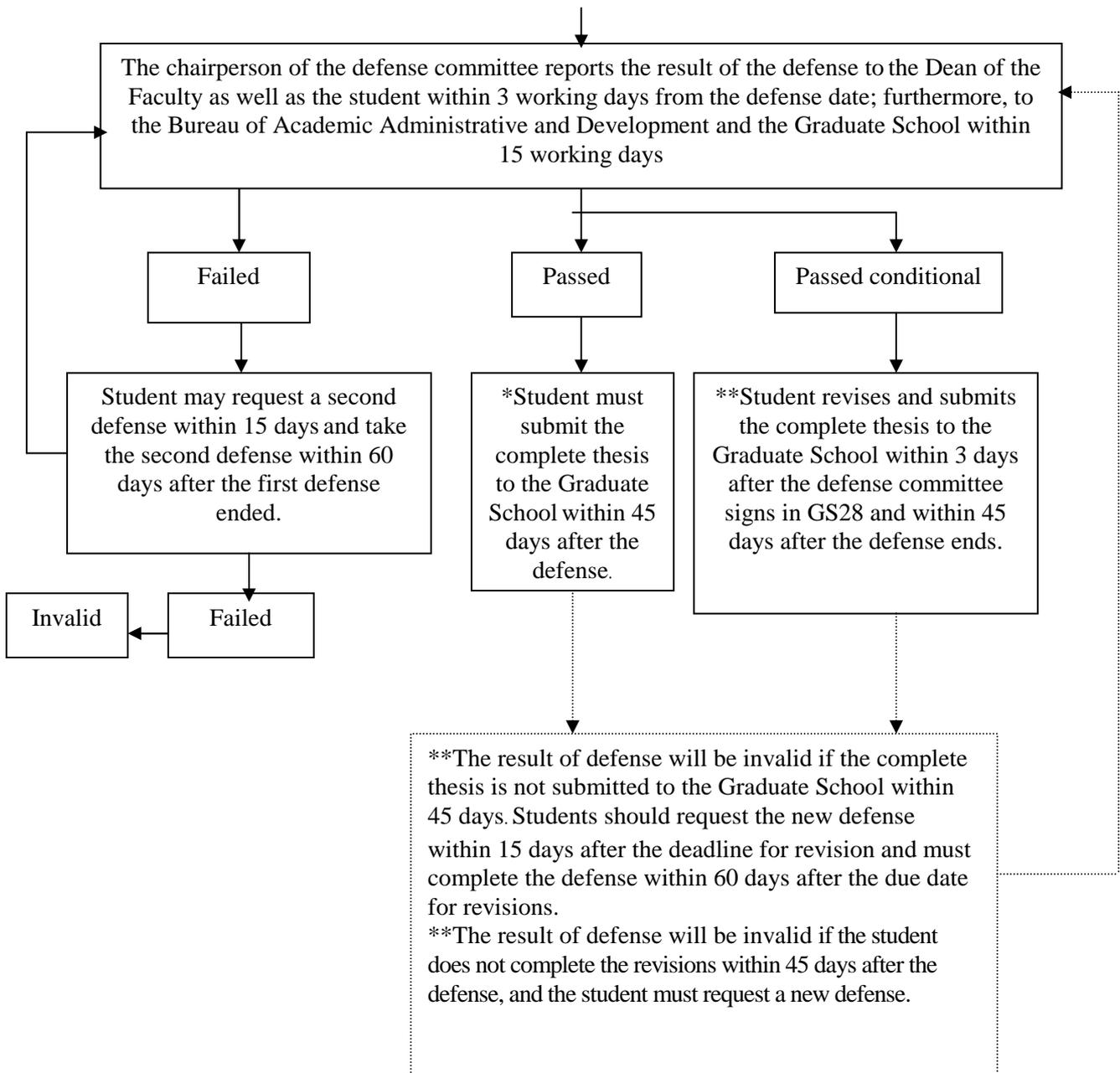
7.6 After the student's completion of the final draft of the thesis as in No. 7.5, the Graduate School will notify the faculty to recommend the student to the faculty committee board for approval of students' graduation.

7.7 The Faculty shall recommend the student to the University's Council for approval of degree.

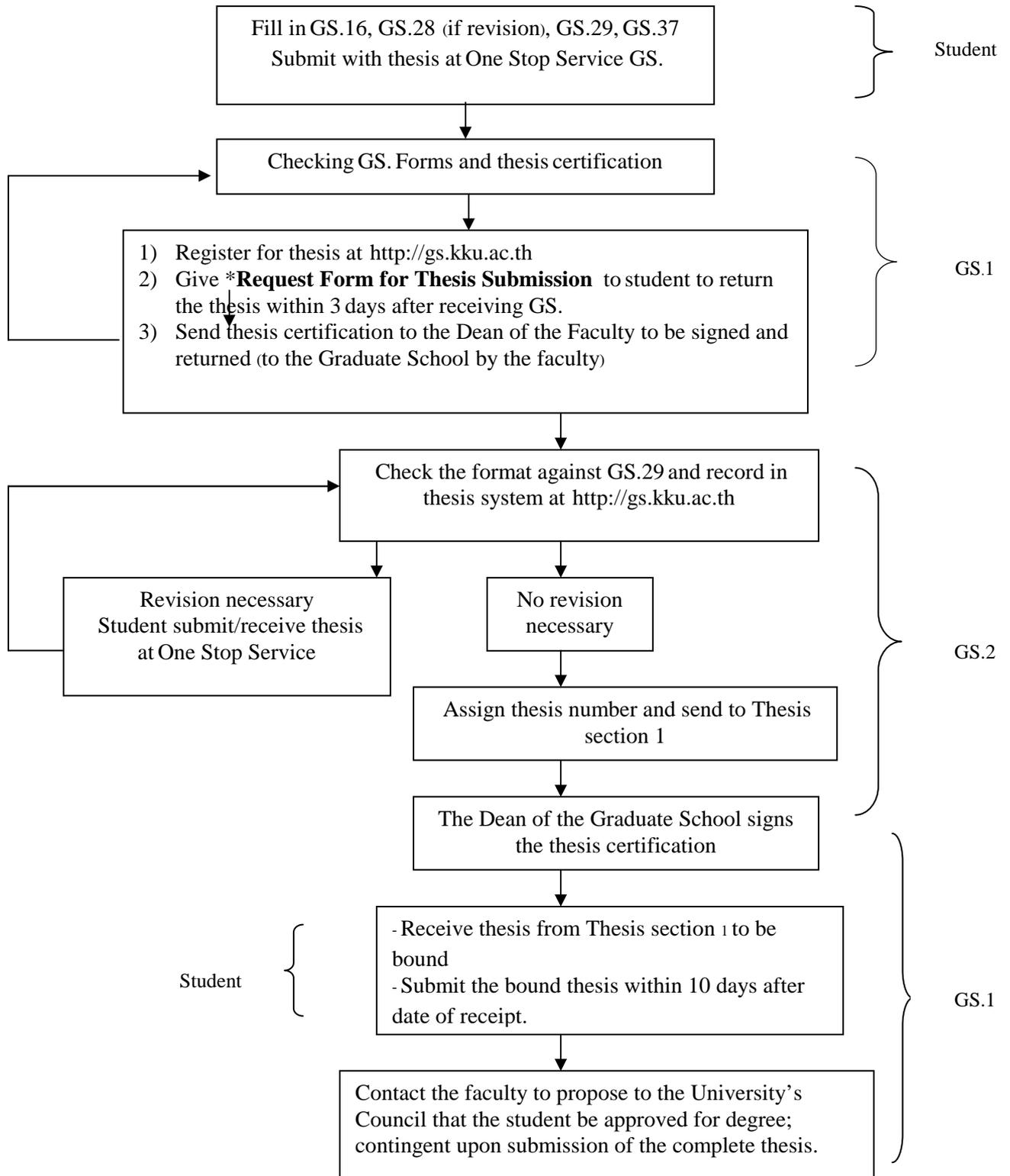
8. Summary of steps involved in the thesis process



Summary of step involved in the thesis process (cont.)



Thesis submission: Process of checking format and submitting thesis



***Request Form for Thesis Submission** is a document comprised of important information and requiring a signature as a credential; must be brought every time when the student submits or receives the thesis (In case of proxy, submit the form of proxy with either of student card/ ID card/Government officer card)

(Sample)
Thesis Progress Report Form
Doctoral Degree in(Program).....

Title (in Thai).....
.....

Title (in English).....
.....

This is the (1st 2nd 3rd 4th) time that the progress report has been submitted
Date submitted.....

(Mr./ Mrs./ Miss.).....

Advisor

Draft approval date.....

Objective of the research.....
.....
.....

Date of last progress report.....

Summary of research results up to present.....
.....
.....

Summary of research progress since the last update.....
.....
.....

Possibility of publication in the academic conference

- Local High Not sure Not at all
- Nation High Not sure Not at all
- International High Not sure Not at all

According to the contributions, the possibility of publication in an International academic journal is

- High Not sure Not at all

Specific problems and obstacles (if any).....
.....

Next proposal.....
.....

Signature.....(Student)

Signature.....(Advisor)

(Sample)
Evaluation of the Thesis Progress
Doctoral Degree in Biomedical Science

Title (in Thai).....

Title (in English).....

This is the (1st 2nd 3rd 4th) time that the progress report has been submitted

Date submitted.....

(Mr./ Mrs./ Miss.).....

Assessment of the Thesis Progress Committee

() Progress (S =)

() No Progress (S = 0)

Standard to receive an S according to student's total amount of work

Presentation of the thesis draft	10 %
Research and Analysis	50 %
Thesis Writing	25 %
Selection for an International journal, either published or in the process of acceptance for publication	10 %
Distribution in academic conference	5 %

These standards are intended as comprehensive measures of student progress (the total amount of Doctoral Thesis work must be in accordance with the Announcement of Doctoral Degree of Biomedical Science (issue 51/2545) indicating the details about management of Doctoral thesis subject.

Comments and suggestions

.....

Signature.....Chairperson

(.....)

(Sample)
Progress Evaluation Reporting Form for Thesis Subject
Doctoral Degree in Biomedical Science

To: Chair of Program Administrative Committee

The committee has received the report of thesis progress of

Mr./Mrs./Miss.....ID Code.....

Doctoral Degree student Date.....Time.....

Title (in Thai).....

.....

.....

Title (in English).....

.....

.....

The result is

Passed

Failed because

.....

.....

.....

Signature.....Advisor

(.....)

Signature.....Co-Advisor

(.....)

Signature.....Co-Advisor

(.....)

Signature.....Committee

(.....)

Signature.....Committee

(.....)

Chapter 3

Components of the thesis

The thesis components have 4 important parts as follows;

1. **Frontage** such as Cover, Title page, Certification, Abstract, Dedication, Acknowledgement, Table of contents, List of tables, List of figures, List of Abbreviations.
2. **Content** is a presentation of thesis.
3. **Citation** such as in text citations and References
4. **Supplement** such as Appendices and Vitae

For examples of writing format of the thesis, see Appendices. The details of the components are presented as follows;

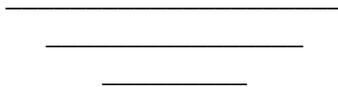
1. Frontage

1.1 Cover

Cover should be made of hard paper with a Navy blue (dark blue) color for a Master's Degree thesis and a black color for a Doctoral Degree, with embossed gold lettering. The cover is comprised of:

1.1.1 Front cover symbol and text are assigned as follows;

- 1) Embossed Khon Kaen University logo with gold color, sized 3.5 centimeters at the center of the cover, with a top margin of 2.5 centimeters.
- 2) If there are both Thai and English titles of the thesis, the Thai letters should be about 3-4 letters/cm. and the English letter should be smaller or equal to the Thai letters. If the title is more than 1 line long, divide the line in form of revert triangle.



- 3) Insert titles such as Mr./Mrs./Miss. in front of the author's name, including rank, rank of nobility, title conferred by the king, and priest rank, except qualifications and post. Align the name at the center of the page.
- 4) Designate type of works and level of degrees, as well as program and level of thesis.
- 5) State Khon Kaen University as the name of the institution.
- 6) State year of graduation as the year of publication.

[For an example of the Cover format, see Appendix B page 106-108]

1.1.2 Back cover blank page without any text.

1.1.3 Spine embossed along the length of spine, with a top margin of 2.5 cm.; including number of thesis, title in Thai, the author name without title, and graduation year.

Thesis number is assigned by the Graduate School and is comprised of 6 digits of which the significance is as follows:

The first 2 digits indicate the program code and subject.

The last 4 digits indicate the number of students who completed thesis in each subject.

For example 01-0020 means Master Thesis of Science in Botany and completed thesis twentieth of the department.

The numbering of a Doctoral thesis would place ๑ in front such as ๑10-0002

[For example of spine, see Appendix B page 109]

1.2 Title page

Title page of a Thai thesis will have 2 pages; a Thai title page and an English title page. An English thesis, however, will have only 1 title page; written in English. Title page contains details of...

1.2.1 Thesis title

1.2.2 The author's name

1.2.3 Presentation of thesis type, program, subject, university, year of graduated.

[For example of Title page, see Appendix B page 110-112]

1.3 Certification

Certification is the document that officially certifies a thesis. If it is a Thai thesis, the certification must be in Thai. If it is an English thesis, the certification must be in English. The certification shall be comprised of Khon Kaen University's logo, the name of the university, program, subject, title, the name of author, list of thesis defense committee members (without signature), list of thesis advisors (with signature), and the name and signature of Graduate School's Dean and Faculty's Dean (For Multidisciplinary Program, comprised only signature of Graduate School's Dean). The last line must state the copyright.

[For example of Certification, see in Appendix B page 113-114]

1.4 Abstract

The Abstract is a short, concise and clear summary of the thesis that allows readers to quickly and easily understand the context of thesis. The Abstract shall not exceed 1 page of A4 as specified by the assigned format. The components of the Abstract are divided into 2 parts; a Header which designates the name of the thesis author, year of publication (as stated on the front cover), the title of the thesis, degree and program, and the list of thesis advisors; and the text of the Abstract which includes the summary of research objectives, research methodology, research findings, and potential application of the research.

The Abstract must include both Thai and English versions regardless of the language used in the body of the thesis. In arranging the Abstract, the Thai version shall appear first, followed by the English version. A good Abstract should meet these criteria;

1) **Accurate** The Abstract's content must be correct and correspond to the thesis.

2) **Comprehensive** The Abstract should be a complete representation of research methodology, allowing readers to easily understand research findings throughout the thesis.

3) Precise The Abstract should be concise and as meaningful as possible, while avoiding focus on unnecessary points, or over emphasizing of details.

4) Informative The Abstract should report only logical information and avoiding criticism; therefore, it should not contain any critiques.

5) Readable The Abstract should be written in polished language with respect to theory and grammars; use complete sentences in active voice; segment the content appropriately through use of indentation; avoid using initials or contractions; do not include unnecessary quotes, formulas, equations, tables or figures in the Abstract; and do not include references. For the English Abstract, use past tense when referring to research objectives and methodology, and use present tense when referring to research findings and research application.

[For an example Abstract, see Appendix B page 115-117]

1.5 Dedication

Dedication is not a necessary part of a thesis, omission or inclusion is at the discretion of the writer. Dedication is usually made to someone as a token of gratitude acknowledging support or inspiration in completing the thesis. If a dedication is inserted in the thesis, align the dedication statements in the center and the statement must be short.

[For example of Dedication, see Appendix B page 118]

1.6 Acknowledgements

The statements of gratitude to any supporters and contributors to the thesis, to whom the researcher is indebted, must not exceed 1 page.

[For example of Acknowledgements, see Appendix B page 119]

1.7 Table of contents

The table of contents lists all thesis sections arranged in order of page number, proceeding from Abstract to Vitae. Chapter, title, Main headers, sub-headers and sections listed in the table of contents must correspond to those appearing in the main text. If the thesis is in Thai, the table of contents shall be written in Thai. If the thesis is in English, the table of contents shall be written in English.

The designated number of Main headers may be inserted or not. For Sub-headers, do not insert more than 1 issue, for example; if issue 1 of Main headers has Sub-headers, insert only 1.1; do not insert 1.1.1 or 1.1.1.1 For further details, look in the context.

[For example of Table of contents, see Appendix B page 120-121]

1.8 List of tables

List of tables lists all of the tables appearing in the thesis (if any/ include tables in Appendices) and page number as appearing in the thesis. If the title of a table exceeds 1 line, start the new line aligned with the previous. In addition, the tables presented in List of tables must correspond to the context. If it is a Thai language Thesis, write the list of tables in Thai. If it is English, write the list of tables in English.

If the thesis contains only one table, it is unnecessary to include a List of tables.

[For example of Lists of tables, see Appendix B page 122]

1.9 List of figures

List of figures shows all of the figures (pictures, map, charts, graphs, etc.) appearing in the thesis (include figures in Appendices). The title in the List of figures must correspond to those in context. If it is a Thai language Thesis, write the list of figures in Thai. If it is English, write the lists of figures in the English.

If the thesis contains only one figure, it is unnecessary to include a List of figures.

[For example of Lists of figures, see Appendix B page 123]

1.10 List of abbreviations

Describes symbols and abbreviations used throughout the thesis (if any).

[For example of Lists of abbreviations, see Appendix B page 124]

2. Context

2.1 Context of thesis can be presented in either of the following types;

2.1.1 Research Book can be divided into chapters and may designate number of chapters. Numbering and structure of each chapter should follow thesis advisor's suggestions as to accepted research methodology in each subject. Generally, the components of the thesis context should be comprised of;

- 1) Introduction. This is the first chapter that presents the following issues;
 - 1.1) Background and definition of research problems
 - 1.2) Objectives of the research
 - 1.3) Hypothesis of the research
 - 1.4) The scope of the research
 - 1.5) Primary agreement
 - 1.6) Meaning and definition of technical terms
 - 1.7) The anticipated outcomes
- 2) Literature review. This section compiles relevant theories, concepts, related research, or previous data.
- 3) Research methodology. This section provides methods, steps or processes of research, equipment, materials, accessories and approach used in research, including research finding and analysis.
- 4) Results and discussion. This section outlines the results of the research and a discussion these results. This may be included in one chapter or separated depending on the type of research.
- 5) Conclusions and/or suggestions. This section summarizes the whole main issue in thesis and provides suggestions for further research and benefits of research application.

2.1.2 Collection of research articles This is a compilation of research articles pertaining to the approved thesis. The articles may be selected from amongst those published in pamphlets, accepted for publication, or presented in prior academic conferences. The format has 3 components as follows;

1) Introduction. Presents the background and significance of the problem, research objectives, and scopes of each research article. The connection between each research article and the thesis should be made explicit.

2) Context. This is a section involves the research articles themselves that student could present in the form published without changes.

3) Summary and conclusion. This section must indicate the connection between each research article presented in the context, and provide suggestions for research applications as well as further research.

3. Citation

For details and examples of citations in the thesis, look in Chapter 5 and Chapter 6.

[For example of References, see Appendix B page 125]

4. Supplement

4.1 Appendices

Appendices are intended to include any relevant details that can aid the thesis context such as details of the process of calculation, relevant formulas, tools, experimental method, tests or polls used in the research, etc. The first page of this section should align the word Appendices at center, between Citation and Supplement. If there are many appendices, divide into Appendix A, B, C... respectively.

[For example of Appendices, see Appendix B page 126-127]

4.2 Research Publications

Designate the publication details of all works if the thesis was published in the following editions;

- Patents
- Research articles published or being responded to in academic journals.
- Research articles published in conference proceedings
- Presentations at academic conferences, both as lectures or posters.

The information that should be included is the name of the author or the name of the research owner, the title of research, journal of publication or conferences presented at; printing information such as volume, issue, date, and page number of printed journal, or the name of the conference, place and date of the conference; by choosing either Citations styles as appeared in Chapter 5 and Chapter 6.

For Doctoral Degree students, Master Degree Plan A Type A(1), and students applied from academic year 2005 onward requires thesis publication as a prerequisite for graduation and should include the following details about thesis publication as required for graduation;

Master Degree Plan A

The thesis must be published or accepted for publication resulting from the work of the thesis research, or the student should present the research at a conference where the paper presented will be published in the proceedings.

Doctoral Degree Type 1 and Type 2

The thesis must be published or at least one peer reviewed journal paper must be published or accepted for publication resulting from the work of the thesis research involving a review by an external committee prior to publication and should be accepted by the program.

[For example of Research Publication, see Appendices B page 128 and Announcement on Thesis Publication for Graduate (66/2007) in Appendix D page 142]

4.3 Vitae (if any)

The author's biography should not exceed 1 page and must be the last page of thesis. This page should include information about the author such as name and surname with title, Mr. Mrs. Miss., rank, rank of nobility, title conferred by the king and priest rank, date and place of birth, educational certification from bachelor degree, institute and year of graduation, academic experience, awards and scholarships, and current work position and place of employment.

[For example of Vitae, look in Appendices B page 129]

Summary of thesis components

The thesis written in English should have the following components written in English with some sections in Thai

1. Front cover
2. Title page
3. Certification
4. Abstract (in Thai)
5. Abstract (in English)
6. Dedication (optional)
7. Acknowledgements
8. Table of Contents
9. List of Tables (if any)
10. List of Figures (if any)
11. List of Abbreviations (if any)
12. Context of the thesis or independent study report (with citations in text)
13. References or Bibliography
14. Appendices (if any)
15. Research Publications
16. Vitae (optional)

Chapter 4

Organization of the thesis

The thesis is a paper serving as evidence of work towards Master and Doctoral Degree attainment, and as a consequence, it must be correct both in text and format. This text should represent intellectual cognition and research strategy of the student, and the format is a formal quality specified as a standard of each institute. The correctness of the thesis format is based on a process of printing, proof reading, and book compiling.

To organize the thesis is solely the student's responsibility. The student must understand the principle of typing the thesis and must proof read the manuscript thoroughly by themselves. Therefore, to assure that Khon Kaen University's theses adhere to the same formal standards, the principles for thesis organization are as follows;

1. Paper

The text should be printed and copied only on white plain standard A4 paper with a weight not less than 80 grams.

2. Typing and copying

2.1 The manuscript should be typed by a computer using Microsoft Word version 97 or higher and printed with a laser printer using black font only.

2.2 For copying, use a Photocopy of the manuscript. The photocopy should be in good quality and neat; fonts and figures should be sharp and permanent, not smudged or smeared.

2.3 To Type and copy frontage of thesis (Title page, approval page, Abstract, Dedication, Acknowledgements, Any lists, etc.) and affix page (cover sheet of appendix), typing or copying on single-sided is recommended.

2.4 To type and copy content, references, and the remaining part of thesis, students may use either single or double-sided paper. If the thesis is fewer than 170 pages, type and copy in one page is allowed, but regularly use double-sided.

3. Fonts

3.1 For the thesis written in Thai combined with English, use either Eucrosia UPC, Angsana UPC, or Angsana New style throughout the thesis. The Font size and Font style are assigned as follows:

For normal content and details, use size 14-16 with normal fonts.

For content headings, use size 16-18 with **Bold**.

For chapter headings and any components such as Acknowledgements or Table of contents, use size 18 with **Bold**.

3.2 For the thesis written entirely in English, use Times New Roman. The Font size and Font style are assigned as follows:

For normal content and details, use size 12 with normal fonts.

For content headings, use size 12-14 with **Bold**.

For chapter headings and any components such as Acknowledgements, Table of content, use size 14 with **Bold**.

[For Example of Font type, Font style, and Font size, see Appendix A page 95]

4. Margins

Set top margin at 1.5 inches, left margin at 1.5 inches, right margin at 1 inch, and bottom margin at 1 inch for odd pages; and top margin at 1.5 inches, left margin at 1 inch, right margin at 1.5 inches, and bottom margin at 1 inch for even pages.

[For Example of Margins set up, see Appendix A page 96-97]

5. Line spacing

5.1 For a thesis written in Thai language, set for single space. For an English thesis typed in Times New Roman, use 1.5 line spacing.

5.2 Leave 2 lines between chapter heading and first subheading or first line of content.

5.3 When entering a new subheading, leave 1 line between the last line of previous subheading and the new one.

6. Indention

Indent 6 letter spaces from the left margin and type at the seventh letter space. The next indention leaves 6 letter spaces throughout the thesis.

[For Example of Indention, see Appendix A page 98-100]

7. Alignment

Justified alignment is generally used for typing details for the sake of neatness. Language correctness students be concerned; do not truncate the word, for example; "Data" should not be typed "Da" in one line and "ta" in another, or do not leave too much space for the words which must be attached together, for example; do not type "Da ta".

8. Paging

8.1 Frontage of thesis, use small Roman number i, ii, iii,... respectively, beginning from the first page of the Abstract to the last page of forepart. For the first page of the abstract, acknowledgements and any table of contents, number the pages but do not type Roman numbers. The pages should be numbered at the top right of the page, top margins of 0.5 inches and right margins of 1 inch.

8.2 Content, References, and affixes use Arabic numbers 1, 2, 3,... respectively, beginning from the first page of Chapter 1 or Introduction. The first page of each Chapter, Bibliography or Reference, and Appendices and Sub appendices should be numbered but do not insert any page numbers.

To insert the page number, type the number at the top right of the page for odd pages, and top left for even pages; leave the top margin at 0.5 inch and left or right margin at 1 inch.

8.3 Do not type page numbers in sub serial format such as 2.1, 2.2,... or 2(1), 2(2),... or 2a, 2b,...

[For Example of Paging, see Appendix A page 96-97]

9. Chapters

9.1 Begin each new chapter on a new page. The word Chapter may be presented or not, depending on the recommendations of the Thesis Advisor Committee.

9.2 If the word Chapter is used, the chapter number must be specified. Use Arabic numbers for a thesis written in Thai and capital Roman numbers for an English thesis. Type the word “Chapter” at the first line of the page and align at centre. For the chapter’s title, type it on the next line and align it at centre. If the title of the chapter could not fit within 1 line, divide into 2-3 lines appropriately by lining down as an inverted triangle.

9.3 If the word “Chapter” is not used, type the title of chapter at the first line of page and align at centre. If the title of chapter could not be placed within 1 line, divide it into 2-3 lines appropriately by lining down as an inverted triangle.

[For Example of Chapters, see Appendix A page 101-102]

10. Headings

10.1 To delineate headings in each chapter, addressing Main headings and Sub-headings.

10.2 To type main headings in English, type the first letter of every sentence and proper noun with a capital letter.

10.3 If the heading is more than 1 line long, divide into 2-3 lines as appropriate. Do not separate the words, for example, Khon Kaen should not be separated into Khon - Kaen.

10.4 If the new headings start at the end of the page less than 1 line left, start the new headings on the next page.

10.5 To divide Main headings and Sub-headings in each chapter, use number and/or alphabet to designate them. If using only number, do not use more than 4 levels for subdivisions, such as 1.1.1.1.1. But use alphabet letters or parenthesis () instead. Use only one format consistently throughout the thesis.

10.6 Do not use symbols such as ☹ ☞ ,etc. as Sub-headings for the thesis. It is an academic document and using such symbols is unacceptable.

10.7 Main headings should be aligned with the left margin of paper.

10.8 Sub-headings should be indented as described in No. 6.

[For example of Headings, Dividing Main headings and sub-headings, see Appendix A page 98-100]

11. Quotations

11.1 If a quotation is less than 3 lines long, place it in the text by using quotation marks (“.....”)

11.2 If a quotation is more than 3 lines long, do not use quotation mark but begin a new line and indent one space from previous text using *Italics*. If there is a sub-indentation in the quotation, indent one more space, respectively.

11.3 If some part of the quotation is omitted, use ellipsis dots and space each dot by 1 space.

11.4 If the writer’s phrasing is placed in the quotation, use square brackets [].

11.5 To cite the source of quotations, apply the citations format as explained in Chapter 5 and Chapter 6.

12. Tables

12.1 One table consists of the number and title of the table at the top, followed by the table, and possibly the sources and notes at the bottom.

12.2 In a table, use the same language as inside the thesis, except as needed to retain original language, or if presentation in an other language would give more correctness and academic authenticity; if so, an other language may be used in the table.

12.3 Place the table near the text to which that table is relevant. For unnecessary tables, or a table that is not directly related to the text, place it in the Appendices.

12.4 Place number and title of tables at the top by keeping the word “Table...” at the left margin of the paper or of the tables. Use Arabic numbers such as “Table 1”. Use **bold font**, and leave 2 spaces and type the title of table with normal fonts. If table title is more than 1 line long, divide into 2-3 lines as appropriate, and keep the first letter of the text on the second or third line aligned with the first letter of the table title in the first line.

12.5 Tables generally consist of Table header and Table text. Keep these aligned with the left margin of the page or paste them appropriately.

12.6 As concerns long text that can not be typed within one page, type the rest on the following page. Nonetheless, it is necessary to insert table numbers and titles on every page in which the table appear. Therefore, insert (Cont.) in parenthesis after the title of the table, too. The table header must also be consistent on these pages.

12.7 To present a very large table, reduce the size of the table as necessary while maintaining ease of readability.

12.8 To cite the source the information presented in the table, choose a citations format as explained in Chapter 5 or Chapter 6, and place it one line below the table aligned with the right margin of the table.

12.9 To affix notes or captions, place one line below the table or references. (if any)

12.10 If the table is added in Landscape format, rotate the table ninety degrees so that the head of the table rests along the left margin of the paper, and keep the left margin of the table at the bottom of the page. Place the page number at the right top (odd page) or left top (even page) as normal.

[For example of Tables, see Appendix A page 103]

13. Figures

13.1 Figures include Pictures, Photographs, Charts, Maps, Diagrams, and Graphs that should be typed and copied only in good quality. If original figures are attached to the manuscript thesis, attach them neatly and permanently.

13.2 One Figure consists of a picture, legend, and references.

13.3 Place the figure near the text which refers to the figure. For tangential figures, or figures not directly related to the text, compile these in Appendix. The figure should be placed appropriately and neatly.

13.4 The legend of the figure should be explained at the bottom of the figure, using the word “Figure...” in the appropriate position. Assign figure number in Arabic numbers such as “Figure 1” with **bold fonts**. Leave 2 spaces, and insert the title of the figure or legend in normal font. If the legend is more than 1 line long, divide into 2-3 lines as appropriate at the first letter of the title or legend of the figure in the first line.

13.5 To cite the source of information in the figure, choose a citations format as explained in Chapter 5 or Chapter 6 and place it at the next line down from the legend and keep it aligned with the right margin of the figure or legend.

[For example of Figures, see Appendix A page 104]

14. Scientific names

14.1 Use scientific names of microbes, plants, or animals according to the International Code of Nomenclature, and emphasize the same by using underlining or italics.

14.2 Writing scientific names in a Binomial system: 2 word names, in which one is the Genus beginning with a capital letter and another is the Species. Leave 1 space from the Genus, and use a small letter. Attach the surname of the assigner at the end of scientific names. Use initials for surnames that are largely well known such as Linnaeus as Linn. or L. If there are 2 assigners, insert both as follows:

Microbes such as	<u>Escherichia coli</u>	or	<i>Escherichia coli</i>
	<u>Bacillus subtilis</u>	or	<i>Bacillus subtilis</i>
Plants such as	<u>Oryza sativa</u> L.	or	<i>Oryza sativa</i> L.
Animals such as	<u>Lycosa pseudoannulata</u> Rosenber and Strandr		
	or <i>Lycosa pseudoannulata</i> Rosenber and Strandr		

14.3 Use the full name as in 14.2 only for the first referene. For further reference, use the initial of Genus in capital letters. For Species, use the full name and do not insert the assigners, as in the following example:

First time	<i>Escherichia coli</i>	Next time	<i>E. Coli</i>
First time	<i>Oryza sativa</i> L.	Next time	<i>O. sativa</i>
First time	<i>Lycosa pseudoannulata</i> Rosenber and Strandr		
	Next time <i>L. pseudoannulata</i>		

15. Foreign words

15.1 Do not use foreign words in a thesis written in the Thai language if there's transliterate words or Thai words, for example; for “คอมพิวเตอร์” do not write “Computers” or “เทคโนโลยีสารสนเทศ” do not type “Information Technology”.

15.2 If the foreign word has not been used in Thai language, write it in Thai transliteration according to the Royal Institute of Thailand's principles of abbreviation such as “เว็บไซต์” is from “Web site”. If the word has been assigned by the Royal Institute of Thailand already, use as it assigned such as “รัฐแอริโซนา” and “รัฐอินดีแอนา”

15.3 According No. 15.1 and 15.2, foreign words can be designated in parenthesis such as เว็บไซต์ (Web site) or รัฐแอริโซนา (Arizona). However, use parenthesis only for the first mentioning. At the next following instances, do not designate that word in parenthesis. In parenthesis, use the same font throughout the thesis such as;

Use small letters, except for proper noun as follows: เว็บไซต์ (web site) เทคโนโลยีสารสนเทศ (information technology)

Use capital letters for only the first letter of the word as follows: เว็บไซต์ (Web site) เทคโนโลยีสารสนเทศ (Information technology)

Or use capital letters for the first letter of all words as follows: เว็บไซต์ (Web Site) เทคโนโลยีสารสนเทศ (Information Technology)

Chapter 5 Citations in thesis First format*

Citation means to provide the source of information that the author has used in any working papers as evidence which makes the working papers acceptable and reliable. Furthermore, citation serves to give credit to the previous author and to show the honest intention of the author not to copy others' information without reference (Plagiarism): Plagiarism is a very serious academic offence that will absolute not to be tolerated. ***Graduate students must use citations in working papers of any report or thesis.***

The first format of citations in the thesis in this handbook sets for The American Psychological Association (APA) submitted to ***Publication Manual of the American Psychological Association 5th ed. 2001*** and ***APA Style Electronic Formats, 2001*** which is the recommended national standard and is largely used all over the world. Some parts have been adapted for citations in Thai language, which may have some characteristics and information that are different from English papers.

Citations in the thesis should be referenced in two parts of thesis; in the body of the text and at the end of the chapter or References page.

1. Reference Citations in Text

Reference Citations in Text means to provide the sources of information with a combination of reference and context to indicate the source of a statement. Students may choose either of the citation styles from the followings:

1.1 Author-Date method of citation

Author-Date method of citation is a citation designating **the name of author** and **year of publication** in front of or following the statement to show the source, and may include **page numbers** of the referenced document if necessary.

Citing in front of a statement

Citing in front of a statement is appropriate to indicate the author's name or idea by citing the name of the author within the text, and the year in parentheses, followed by the statement

Author (Year of publication).....

or

Author (Year of publication : page number).....

Citing after a statement

Citing after a statement is also appropriate to indicate the referenced statement or idea by citing the name of the author and year of publication in parentheses after the statement

.....(Author, year of publication)

or

.....(Author, year of publication : page number)

Author-Date method of citation has details as follows;

*Student may choose either citations style; first format (Chapter 5) or second format (Chapter6) in accordance with specification of each program

1.1.1 Work by one author

For Thai authors, writing in Thai, insert the name and surname, respectively. But for foreign authors or Thai authors writing in a foreign language, insert only the surname as follows:

1) Thai author, writing in Thai

รังสรรค์ ชนะพรพันธุ์ (2548)
พระธรรมปิฎก (ป.อ.ปยุตฺโต) (2546)

or

..... (รังสรรค์ ชนะพรพันธุ์, 2548)
..... (พระธรรมปิฎก (ป.อ.ปยุตฺโต), 2546)

2) Foreign author

Patten (2005)

or

.....(Patten, 2005)

3) Thai author, writing in a foreign language

Aroonpiroj (1997) support our results that bacteria selected from Thai fish sauce fermentation could produce protease enzyme on the medium containing 0.8% skim milk and 0.1% yeast extract.

or

bacteria selected from Thai fish sauce fermentation could produce protease enzyme on the medium containing 0.8% skim milk and 0.1% yeast extract (Aroonpiroj, 1997)

1.1.2 Work by more than one author

1) Two authors

Cite the names of both authors for every reference by inserting and* in front of the name of the second author

Example 2

Enger and Smith (2004)

or

..... (Enger & Smith, 2004)

*According to the APA Style, use a symbol '&' instead of the word 'and' in front of the name of the last author

2) Three, Four or Five authors

- Cite the names of the third, fourth and fifth authors at the initial references
- For all subsequent references, insert the name of the first author, followed by et al. (et al. has the full stop (.) after al and no italics)

First reference

Gebbie, Rosenstock, and Hernandez (2003)

or

..... (Gebbie, Rosenstock, & Hernandez, 2003)

Subsequent reference

Gebbie et al. (2003)

or

..... (Gebbie et al., 2003)

3) Six or more authors

Insert only the name of the first author followed by et al. (But in the References lists, insert only the first six authors and use **et al.** for the rest)

Example

Piot et al. (1992).....

or

..... (Piot et al., 1992)

Note To cite a document written by more than one author; if the citation is in front of the statement, use **and** in front of the last author. If the name of the author is in parentheses, link the authors' names by **&** as follows;

Enger and Smith (2004)

..... (Enger & Smith, 2004)

1.1.3 Groups as Authors

Group as authors are government sectors, associations, institutes, or educational groups. Insert the name of the group as the name of the author, which generally uses full name and initial in the initial reference. The next reference will use only the initial.

1) If there are both a Sub-organization and an Organization insert only the name of the Sub-organization which is designated first, for example; *The Secretarial of the Prime Minister, Prime Minister's Office* shall appear as *The*

Secretarial of the Prime Minister except if the name of the Sub-Organization is the same but belongs to a different organization, then the name of the organization should be inserted to mark the difference, for example; Office of Deputy Ministry of Social Development and Human Security and Office of Deputy Ministry of Culture. As example;

Example 1

The Secretarial of the Prime Minister (2007).....

or

.....(The Secretarial of the Prime Minister, 2007)

Example 2

Office of Deputy Ministry of Social Development and Human Security (2007).....

Office of Deputy Ministry of Culture (2007)

or

.....(Office of Deputy Ministry of Social Development and Human Security, 2007)

.....(Office of Deputy Ministry of Culture, 2007)

2) If the name of the organization is very long, insert the full name for the first citing, and the next citing could be shortened by using ... as example;

- **First citing**

Office of Deputy Ministry of Social Development and Human Security (2007).....

Office of the Nation Economic and Social Development Board (2005).....

- **Next citing**

Office of Deputy Ministry of Social Development ...(2007).....

Office of the Nation Economic... (2005).....

or

- **First citing**

.....(Office of Deputy Ministry of Social Development and Human Security, 2007)

- **Next citing**

.....(Office of Deputy Ministry of Social Development ...,2007)

3) If the organization has initials that are largely well known insert full name and insert initial in [] at the first citing, and the next citing could insert only the initial as example;

Example 1

- **First citing**

Office of The Public Sector Development Commission [OPDC] (2007).....

- **Next citing**
OPDC (2007).....
- or**
- **First citing**
.....(Office of The Public Sector Development
Commission [OPDC], 2007)
- **Next citing**
.....(OPDC, 2007)

Example2

- **First citing**
World Health Organization [WHO] (2007).....
- **Next citing**
.....(WHO, 2007)
- or**
- **First citing**
.....(World Health Organization [WHO], 2007)
- **Next citing**
.....(WHO, 2007)

1.1.4 Work with no author

Works with no author, including legal materials, or with an anonymous author.

Works with no author insert the title instead of the name of the author by using the full title, or shorten and follow with ... If citing in front of the statement, insert title in “.....” as example;

- **Citing title of article or chapter from a book** insert title in “.....” as example;

In “Looking forward to a bright tomorrow...” (1949).....

or

..... (“Looking forward to a bright tomorrow...,” 1949)

- **Citing title of journals, books, brochures or reports** use italic font as example;

Herb lore of the Shire...(1955)

or

.....(*Herb lore of the Shire*..., 1955)

- **Legal materials** insert title of the law followed by the year of legislation such as

The Royal Decree On The Establishment and Management of Tonle Sap Biosphere Reserve of 2001 (2001).....

- **Work with no author** which designates **Anonymous**; insert Anonymous instead of the name of the author such as (Anonymous, 1996)

1.1.5 Authors With the Same Surname

Foreign authors who have the same surname should be designated by the first name's initial and middle name for every citation although year of publication is different, as follows;

R.J. Smith (1994).....

P. Smith (1997).....

or

.....(Smith R.J., 1994)

.....(Smith P., 1997)

1.1.6 Citing 2 or more documents

- To cite two or more documents of the same author but with different years of publication, arrange according to the year of publication as follows;

Edward William Said. (1979, 1994).....

..... (Edward William Said, 1979, 1994)

- Citing two or more documents of the same author, published in the same year. Regularly in the References page, it must be designated with the alphabet letters a b c... respectively, after year of publication to indicate that it is not the same documents, for example;

If 2 documents of Edward William Said have been cited

Edward William Said. (1979a). The Palestine question and the American context.

Edward William Said. (1979b) The question of Palestine.

Use In-text citations as follows:

Edward William Said. (1979a). When cited from The Palestine question and the American context.

Edward William Said. (1979b) When cited from The question of Palestine

Edward William Said. (1979a, 1979b)..... When citing two documents at the same time

or

.....(Edward William Said, 1979a)

.....(Edward William Said, 1979b)

.....(Edward William Said, 1979a, 1979b)

• To cite two or more documents written by different authors, arrange the references alphabetically by author's name, and separate each reference with a semicolon (;) as shown;

.....(Edward William Said, 1979a; Jim McGuigan, 1996;
John Street,1997)

1.1.7 No date

Insert *n.d.* instead of year of publication as follows;

Example 1

Viravaidya (n.d.).....

or

.....(Viravaidya, n.d.)

1.1.8 In press

Insert *in press* instead of year of publication as follows;

Example 1

Viravaidya (in press).....

or

.....(Viravaidya, in press)

1.1.9 Specific Parts of a Source

Specific parts, chapters or tables of a source should be designated by page number, chapter, or table as appropriate, and the word 'page' or 'chapter' should be abbreviated.

Patten (2005, p.123)
Enger and Smith, (2004 chap.2)

To cite electronic documents with no page numbers, insert the number of indents instead by using the initial para., or the symbol ¶ followed by the number. If there are no indents, insert the section title instead, such as

Friday (1984, ¶ 3).....

or

.....(Friday, 1984, Introduction section)

1.1.10 Citing the document as cited in another work

If the document you intend to cite has been cited in another work and the manuscript of cited-work can not be found, use repeating citations following these 2 methods:

1) **Cite the name of the author of the manuscript first** insert the name of the author of the manuscript, followed by the word *cited in*, and the name of the author of the work from which the information is taken, for example; we intend to cite Pratt's document which has been cited in Edward William Said's

Pratt (1992 cited in Said, 1994).....
or
(Pratt, 1992 cited in Said, 1994)

2) Cite the name of the author of the document used as a reference first insert the name of the author of the work which has been used as a reference, followed by the word *cited from* and the name of the author of the manuscript, for example; we intend to cite Edward William Said's work which cited from Pratt

Said (1994 cited from Pratt, 1992).....
or
(Said, 1994 cited from Pratt, 1992)

1.1.11 Citing Personal Communications

Personal Communication includes letters, aide-memory, email or discussion group on the internet, interviews, phone conversations, which involve personal communication regarding an academic matter. To cite personal communications, cite only in the main text with no need to provide a listing in the References section, and add the word 'personal communication' followed by communication date.

When citing in the main text, however; if the author is a foreigner, insert the author's first name, middle name initial, and full surname, designating the word personal communication followed by communication date as follows;

D. Ellis (personal communication, June 2, 2007)
or
 (D. Ellis, personal communication, June 2, 2007)

1.2 Number style

Number style is a citation format designating the number of the reference document at the end of the statement to provide the source. The number could be designated singularly such as 1 2 3 or inserted in brackets [] such as [1] [2] [3] as follows;

The U.S. has projected military force in the Persian Gulf for two decades. The policy aims to preempt emergence of a regional superpower¹. However, preemption of Iraq has been accomplished only after two wars and an occupation. These costly exercises have not slowed Iran's procession toward regional superpower status but rather may have accelerated it² . . .

or

The U.S. has projected military force in the Persian Gulf for two decades. The policy aims to preempt emergence of a regional superpower [1]. However, preemption of Iraq has been accomplished only after two wars and an occupation. These costly exercises have not slowed Iran's procession toward regional superpower status but rather may have accelerated it [2] . . .

If citing several documents but the same information, insert the number of reference documents, respectively, and separate them with a comma (,) as shown;

..... 1, 4, 5
[1, 2, 3]
[3, 4, 7, 9]

Number style citations have 2 methods. Student may choose either as follows;

1.2.1 Cited-order number

Insert number according to the order in which references are listed in the main text, beginning with 1 2 3... respectively, to the end of the book The number could be used again if cited again. The References lists at the end of book should be ordered similar to the main text, following the order in which they are cited with no need to arrange the names of authors alphabetically, as follows;

In-text citations

The U.S. has projected military force in the Persian Gulf for two decades. The policy aims to preempt emergence of a regional superpower [1]. However, preemption of Iraq has been accomplished only after two wars and an occupation. These costly exercises have not slowed Iran's procession toward regional superpower status but rather may have accelerated it [2][3].....

[1].....

[4]

List of References (not arranged alphabetically by author name)

1. Wolfowitz, P. (1992).....
2. Nasr, SVR. (2006).....
3. Akins, JE. (1973).....
4. Stern, R. (2006).....
5. Kashfi, MS. (2003).....

1.2.2 Reference-order number

This method involves inserting the number corresponding to the order appearing in the Reference section, which is arranged alphabetically by author name. The References at the end of the book will be ordered similar to the main text with no need to begin with 1 2 3. . . respectively, and the number could be used again for subsequent citations, as shown;

In-Text Citations

The U.S. has projected military force in the Persian Gulf for two decades. The policy aims to preempt emergence of a regional superpower [1]. However, preemption of Iraq has been accomplished only after two wars and an occupation. These costly exercises have not slowed Iran's procession toward regional superpower status but rather may have accelerated it [2]. U.S. failure to confront market power is not an oversight, however. It is a policy whose premise is that cartel states must be appeased to secure their oil exports. This conception is based in turn on the perceived threat of an "oil weapon" [4].....[2].....
[3].....

List of References (arranged alphabetically by author name)

1. Akins, JE. (1973).....
2. Kashfi, MS. (2003).....
3. Nasr, SVR. (2006).....
4. Stern, R. (2006).....
5. Wolfowitz, P. (1992).....

1.3 Citing Thai document in a thesis written in English

To cite independent studies or a thesis written in English, if choosing the Name-year style, insert the reference name and year in English including A.D. To translate a Thai name into English, the student must use formal the name correctly (if any) especially the name of the organization, for example; (มหาวิทยาลัยขอนแก่น, 2550) will be (Khon Kaen University, 2007). If the formal name or the name of the person can not be found in English, use transliteration into the Roman alphabet such that กุลธิดา ท่วมสุข (2545) will be Tuamsuk (2002)

If Thai names are not translated into English, use the Number style citations instead.

To write Reference, see page 58 No. 2.2.16

2. Reference citations

Reference citations is an index compiling all documents which the author cites in the work; normally arranged alphabetically by the name of the author, but can be arranged respectively as to the references list in the main text if the author chooses cited-order number style of citation.

To compile documents in the References section, student should compile as *Bibliography* or *References* which have important differences.

- **Bibliography** author could include the reference documents from other source though they are not referred to in the main text if the author supposes that it relates to the text or benefits the reader. Therefore, the number of references listed in the end of the book could be more than the reference documents in main text.

- **References** shows only the references documented in the main text. Therefore, the references listed in the end of the book must be equal to the references documented in the main text.

The format of APA style for writing an independent report or thesis appears as follows;

2.1 General guidelines

2.1.1 Author name

1) **Thai author** writing in Thai language, insert the name and surname, respectively, without adding title (such as นาย นาง นางสาว) rank (such as พ.ต.ท. ร.อ.) post (such as ผู้ช่วยศาสตราจารย์ ศาสตราจารย์) or qualification (such as ดร. นพ.). If the author has the rank of nobility, put the rank of nobility after the name, punctuated with a comma (,) but write normally for the priest rank, as example;

สัญญา สัญญาวิวัฒน์.

ประเวศ วะสี.

อภินันท์ รพีพัฒน์, ม.ร.ว.

พระราชวรมุนี (ประยุทธ์ ปยุตโต)

2) **Foreign author** or Thai author writing in English, insert the surname, then the first name initial and middle name as shown;

Spencer M.

Pratt R.J.

ฐิติศักดิ์ ดีแอต

Panyarachun A.

3) **Author is an editor** insert the word *editor* or *Ed.* or *Eds.* For multiple editors in () after the name of the author. If the author is the compiler, insert the word *compiler* or *Comp.* or *Comps.* in () after the name of the author, as shown;

Hernon, P. (Comp.)

Ray, L. (Ed.)

Remacle, C. and Reusens, B. (Eds.)

4) **Author is a business** insert the name of the business as it appears in the document beginning with sub-organization, then organization, as example;

American Sociological Association.

The American Institute of Architects Design For Aging Center

Institute for Population and Social Research, Mahidol University.

5) **Two authors, but not more than five** insert commas (,) between authors and place ‘&’ before the last author, punctuate with ‘&’ (or can be used *and*) as follows;

Enger, E.D. & Smith, B. F.

Gebbie, K., Rosenstock, L., & Hernandez, L.M. (Eds.)

6) **More than six authors** insert the name of the first six authors followed by *et al.* as follows;

Mann, J.M., Tarantola, D.J., Netter, T.W., Sande, P.,

Volberding, A., & Berger, J. Ferguson, J.G. et al.

2.1.2 Title

1) Title of books, articles, theses, and unpublished materials

- Insert the full name as it appears in the documents. For the English title, type the first letter of the sentence with a capital letter and the rest in lowercase except proper nouns; for example;

Foundations of modern sociology.

The economics of Thailand.

- For sub-titles and two-part titles, insert a colon (:) between the title and sub-title. If the title is in English, type the first letter of the first sentence with a capital letter such as

**Ecological economics: Concepts and methods.
Old-age income support in the 21st century: An
International perspective on pension systems and reform.**

- To type the titles of books and theses, use bold, or italics or underlining to emphasize them. For unpublished materials or articles (such as pamphlets, mimeographs), type the name in normal font.

Example of unpublished materials or articles title
The impact of economic on sociology.

2) Title of journals, encyclopedia, conferences/seminars

- Insert the full name as it appears in the paper. For an English title, type the first letter of every significant word with a capital letter.
- To type title of journals and encyclopedia, use bold, italic or underlining to emphasize them. For the conference/seminar's title, type it in normal font except if the title of the conference is the same as the name of the book, then emphasize the book's title.

Example of journals and encyclopedia title
Journal of Economic Literature
The Wall Street Journal
Encyclopedia of the Social Sciences

Example of conferences/seminar title
Proceedings of the Fourth International Symposium on AIDS
in Asia

2.1.3 Information about pressing

1) Abbreviation list to organize the references at the end of the thesis, use the abbreviation for specific parts of the documents or papers, as follows;

chap.	chapter
ed.	edition
Rev.ed.	revised edition
2 nd. ed.	second edition
Ed. (Eds.)	Editor (Editors)
Trans.	Translator(s)
n.d.	No date
p. (pp.)	page (pages)
Vol.	Volumes (as in Vol. 4)
vols	Volumes (as in 4 volumes)
No.	Number
Pt.	Part
Tech.Rep.	Technical Report
Suppl.	Supplement

2) Information about book publication

• Edition : insert the edition if second edition or later. If there is a designation regarding revised or enlarged, insert it also; as example;

2nd ed.

6th ed.

3rd rev. ed.

(revised)

2nd rev. & enl. ed.

(revised & enlarged)

• Place of publication : insert the city or province of publication as it appears in the book. If there is more than one city or province, insert only the first place. If required to designate the state, district or region after the name of the city, insert it in () and either initials or full name can be used (look for the USPS in Appendix C on page C-10) as example;

New York

Scarborough (Ontario)

Princeton (NJ)

If there is no place of publication, insert [n.p.]

• Publisher or press : insert the name of the publisher or press as it appears in the book. If both publisher and press are present, insert the publisher. In case that the publisher is a sub-organization or organization, insert the name of the sub-organization or organization as the publisher. Cut the word บริษัท ห้างหุ้นส่วนจำกัด and จำกัด for Thai publisher, and the word Limited (Ltd.), Incorporated (Inc.) in English as follows;

Prentice-Hall

Institute of Developing Economics

If no publisher or press is present, insert [n.p.]

• Year of publication : designate either A.D. or B.C of publication year in parenthesis () after the name of the author as follows;

ประเทศ ๖๕๑๑. (2541)

Spencer, M. (1996)

If no year of publication is present, insert [n.d.]

3) Information about journal press

• Year of publication : insert similarly to publication year of book

• Volume, number of issue and page number : insert respectively as follows;

volume (issue), page number for example;

2 (3), 5-21.

15, 17-23.

[If no issue]

(87), 3-16.

[If no volume]

32 (September), 145-51.

[If no issue but designate month]

- For unpublished journals and in-press articles, insert *in press* after the name of author as shown;

Zuckerman, M., & Kieffer, S.C. (in press).

4) Information about encyclopedia press

- Year of publication : insert same as above for published year of book
- Insert volume, page number, place of publication, and publisher respectively as follows;

volume. (page number). Place of publication: publisher as example;

International Encyclopedia of the Social Sciences. Vol.11 (pp.297-305). New York: The Macmillan Company & The Free Press.

- For encyclopedias completed in one volume, do not designate the issue as example;

Encyclopedia of the United Nations and International Agreements. (pp.390-391). New York: Taylor and Francis.

5) Information about thesis press

- Year of publication : same as published year of book
- Insert level of degree, program, institute respectively as follows;

...(degree)...thesis in... (subject)...., faculty..., institute/university

Example

Master of Arts Thesis in Library and Information Science, The Graduate School, Khon Kaen University.

- Foreign thesis : insert location of country where the institute is located, for example;

Doctoral Dissertation in Linguistics, Indiana University, U.S.A.

Ph.D. Thesis in Psychology, Massey University, New Zealand.

6) Information about unpublished materials

- Insert the year of publication, place of publication, and publisher as Information about book publication (no. 2), and attach the type of materials in () as example;

Texas: Texas University. (Unpublished)

Paris: UNESCO. (Pamphlet).

7) Information about Abstract press from CD-ROM database

- Insert [Abstract] after the title

- For information about pressing, insert according to citation format; for example, Abstract of an article in a journal, use as Information about journal press (no. 3); follow with date of retrieval, the name of the CD-ROM database, and the number of the abstract as follows;

Example abstract from article in journal

. . . Title [Abstract]. **Title of journal, volume** (issue), page number. Retrieval date, From the name of CD-ROM database, number of Abstract.

. . . Teaching approach for elementary education [Abstract]. **Comparative Education, 32** (3), 333-60. Retrieved June 14, 2000, from **ERIC**, Abstract No. EJ536499.

Example of a book Abstract

. . . **Guidelines for information professions** [Abstract]. Germany: UNESCO, Institute for Education. Retrieved March 12, 2001, from **ERIC**, Abstract No. ED413497.

Example of a thesis Abstract

. . . **Effectiveness of popular search engines: A comparative study** [Abstract]. Doctoral Dissertation, Indiana University, U.S.A. Retrieved March 12, 2001, from **DAO**, Abstract No. A20010.

8) Information about online materials press

- Insert retrieval date and URL address or domain of the press on internet after any details of the press, as shown;

Example

... **Online Journal of Ethics**, 3 (1). Retrieved August 20, 2001, from <http://www.stthom.edu/cbes/ethunder.html>

2.2 Format of references and examples

2.2.1 Books

1) One author, first edition

Author. (Year of publication). **Title of the book**. Place of publication: publisher.

Patten, C. (2005). **Not quite the diplomat : home truths about world affairs**. London: Allen Lane.

Ryan, S. (2000). **The United Nations and international politics**. New York: St. Martin's Press.

Shigetomi, S. (1998). **Cooperation and community in rural Thailand: An organizational analysis of participatory rural development**. Tokyo: Institute of Developing Economics.

2) One author, from second edition

Author. (Year of publication). **Title of the book.** Edition. Place of publication : publisher.

Nafziger, E.W. (1997). **The economics of developing countries.** 3rd ed. London: Prentice-Hall International.

Spencer, M. (1996). **Foundations of modern sociology.** 7th ed. Scarborough, Ontario: Prentice-Hall.

Hjelm, J. (2001). **Creating the semantic web with RDF.** New York: John Wiley & Sons.

Hillmann, D. (2005). **Using Dublin Core.** Retrieved January 10, 2006, from <http://dublincore.org/documents/usageguide>

3) Two to five authors

First author, & second author. (Year of publication). **Title of the book.** Edition. Place of publication: publisher.

Schaie, K.W. & Willis, S. L. (2002). **Adult development and aging.** 5th ed. Upper Saddle River, NJ: Prentice Hall.

Simpson, G., Sinatra, S. T. & Suarez-Menendes, J. (2004). **Spa medicine: Your gateway to the ageless zone.** North Bergen, NJ: Basic Health.

Note The symbol “&” can be used *and* instead

4) Six or more authors

Six authors insert all six authors

First author, second author, third author, fourth author, fifth author, & sixth author. (Year of publication). **Title of book.** Edition. Place of publication: publisher.

Peter Piot, Bila M. Kapila, Elizabeth N. Ngugi, Jonathan M. Mann, Robert Colebunders, & Rudolph Wabitsch. (1992). **AIDS in Africa: a manual for physicians.** Geneva: World Health Organization.

More than six authors insert first six authors followed by *et al.*

First author, second author, third author, fourth author, fifth author, & sixth author, et al. (Year of publication). **Title of book.** Edition. Place of publication: publisher.

Peter Piot, Bila M. Kapila, Elizabeth N. Ngugi, Jonathan M. Mann, Robert Colebunders, Rudolph Wabitsch. et al. (1992). **AIDS in Africa: a manual for physicians.** Geneva: World Health Organization.

5) Author is an editor or compiler

Author. (Editor). (Year of publication). **Title of book.** Edition. Place of publication: publisher.

Hew, D. (Ed.). (2005). **Roadmap to an ASEAN economic community.** Singapore: Institute of Southeast Asian Studies.

Sharma, K. (Ed.). (2003). Trade policy, growth and poverty in Asian **developing countries.** London: Routledge.

Gebbie, K., & Hernandez, L. M. (Eds.). (2003). **Who will keep the public healthy? : Educating public health professionals for the 21st century.** Washington, D.C.: National Academy Press.

6) Author is a business

Business name. (Year of publication). **Title of book.** Edition. Place of publication: publisher.

The International Bank for Reconstruction and Development. The World Bank. (2004). **Addressing HIV/AIDS in East Asia and the Pacific** Washington, D.C.: World Bank.

World Health Organization. (2001). **How to develop and implement a national drug policy.** Geneva: The Organization.

7) No author or anonymous

Title of book. (Year of publication). Edition. Place of publication: publisher.

Work by no author, insert title of book instead of author's name and follow with year of publication. For document which designated Anonymous, use Anonymous instead of author's name.

The idea of holy. (1959). [n.p.]: Pelican Books.

Anonymous. (1996). **Primary colors : A novel of politics.** London: Vintage.

8) No place of publication, publisher, or year of publication

Author. (Year of publication). **Title of book.** Edition. [n.p.]: publisher.
 Author. (Year of publication). **Title of book.** Edition. Place of publication: [n.p.]
 Author. [n.p.]. **Title of book.** Edition. Place of publication: publisher.
 Author. [n.d.]. **Title of book.** Edition. [n.p.: n.p.]

Singhal, D.P. (1977). **Buddhism in Southeast Asia.** New Delhi: [n.p].
 Caseley, D.J., & Kumar, K. (1987). **Project monitoring and evaluation in agriculture.** [n.p.]: John Hopkins University Press.
 David, F.R. [n.d.]. **Strategic management.** [n.p.]: Boyd & Fraser Publishing.

9) Translation

Previous author. (Year of publication). **Title of translation.** (Translator).
 Edition. Place of publication: publisher.

Laplace, P.S. (1951). **A philosophical essay on probabilities.** (F.W. Truscott & F.L. Emoly, Trans.). New York: Dover.

10) Research or technical report in a series

Author. (Year of publication). **Title of book.** (Title of series). Edition.
 Place of publication: publisher.

Omamo, S. W. (2003). **Policy Research on African Agriculture: Trends, gaps, and challenges.** (Research report No. 21). Netherlands: International Service for National Agricultural Research.
 Nash, G., & Said, J.W. (Eds.). (1992). **Pathology of AIDS and HIV infection.** (Major problems in pathology v.26). Philadelphia: Saunders.

11) Conference proceedings

Editor or organizer. (Year of publication). **Title of conference proceedings.**
 Title of conferences. Place of publication: publisher.

Conference proceedings, Conference paper on academic topic

- The published Conference proceedings or Conference paper on academic topic, if conferences has a title, use References citations format for citing books. If conference has no title, then insert it after lists of title, for example;

- Nguyen, L. B., Syers, K. & Fujiwara, O. (Eds.). (2006). **Proceedings of a regional seminar on Natural Resources and environmental management in the greater Mekong sub-region: The role of higher education in policy design and implementation January 15-17, 2006**, Mae Fah Luang University, Chiang Rai, Thailand. [Chaing Rai]: The Mae Fah Luang University.
- Shrestha, R. M., Kumar, S., & Martin, S. (Eds.). (2005). **Proceedings of Asian Regional Workshop on Electricity and Development: 28-29 April 2005, Asian Institute of Technology, Pathumthani, Thailand**. Pathum Thani: Asian Institute of Technology.

2.2.2 Article (proceedings, several authors)

Columnist. (Year of publication). Title of article. In Editor's name (Editor). **Title of book**. (page -). Edition. Place of publication: publisher.

- Ngo, N.V. (1988). Some aspects of cooperation in the Mekong delta. In D.G. Marr & C.P. White (Eds.). **Postwar Vietnam: Dilemmas in socialist development**. (pp.163-173). Ithaca, NY: Cornell University, Southeast Asia Program.

2.2.3 Conference papers

- 1) **Conference paper- Published, has both title of the conference proceedings and title of the conference**

Author. (Year of publication). Title of article/paper. In Editor's name (Editor). **Title of the Conference Proceedings**. Title of conference. (page -). Place of publication: publisher.

- Heyden, K. (2005). Electricity and development-- the Asian perspective. In Shrestha, R. M., Kumar, S., & Martin, S. (Eds.). **Proceedings of Asian regional workshop on electricity and development : 28-29 April 2005, Asian Institute of Technology, Pathumthani, Thailand**. (pp. 3-11). Pathum Thani: Asian Institute of Technology.
- Syers, K. & Fujiwara, O. (Eds.). (2006) **Proceedings of a regional seminar on Natural Resources and environmental management in the greater Mekong sub-region : the role of higher education in policy design and implementation January 15-17, 2006, Mae Fah Luang University, Chiang Rai, Thailand**. (pp. 42-49). [Chaing Rai]: The Mae Fah Luang University.

Hirata, K., Takaoka, Y., Ohta, M., and Ikeda, M.. (2001). The meaning of LOM and LOM authority tool on HRD. **DC-2001 Proceedings of the international conference on Dublin Core and metadata applications 2001**. (pp. 259-262). Tokyo: National Institute of Informatics (NII).

2) Conference/seminar presentation paper- Unpublished

Author. (Year of publication, month). **Title of paper**. Paper presented at, conference location.

Lanktree, C., & Briere, J. (1991, January). **Early data on the trauma symptom checklist for children**. Paper presented at the Meeting of the American Professional Society on the Abuse of Children, San Diego, CA.

Boonlert, P. (1995). **Fisheries in Thailand's fishing grounds**. Paper presented at the Conference on Future of Fisheries in Thailand, Bangkok, SEAFDEC. [in Thai].

Chen, Y. N., Chen, S. J.& Lin, S. C. (2002). **An Application practice of the IFLA FRBR Model: a metadata case study for the National Palace Museum in Taipei**. Paper present at the 65th Annual Meeting of the American Society for Information & Technology, Philadelphia, USA.

2.2.4 Article in a Journal

Author. (Year of publication). Title of article. **Title of journal**, volume (issue), page number.

Abrams, P. (1980). History, sociology, historical sociology. **Past and Present**, (87), 3-16.

[No year of publication]

Baron, J.N., & Hannan, M.T. (1994). The impact of economics on sociology. **Journal of Economic Literature**, **32** (September), 1111-1146.

[No volume but month designated]

Bowen, J. (2005). FRBR coming soon to your library? **Library Resources & Technical Services** 49(3), 175-188.

Tennant, R. (2004). A bibliographic metadata infrastructure for the twenty-first century. **Library Hi Tech** 22(2), 175-181.

2.2.5 In press article in a journal

Zuckerman, M., & Kieffer, S.C. (in press). Races differences in face-ism: Does facial prominence imply dominance? **Journal of Personality and Social Psychology**.

[in press]

Blandford, A., Adams, A., Attfield, S., Buchanan, G., Gow, J., Makri, S.
et al. (in press). The PRET A Reporter framework: evaluating
digital libraries from the perspective of information work.

Information Processing and Management.

[in press]

[More than six authors]

2.2.6 Journal

Editor. (Year of publication). **Title of journal, volume** (issue).

Barlow, D.H. (Ed.). (1991). **Journal of Abnormal Psychology**, 100 (3).

2.2.7 Article in newspaper

Author. (Year of publication, date). Title of article. **Title of newspaper,**
page number.

Schwartz, J. (1993, September 30). Obesity affects economic, social status.
The Washington Post, p.A1.

New drug appears to sharply cut risk of death from heart failure. (1993,
July 15). **The Washington Post**, p. A12.

[No author]

2.2.8 Article in encyclopedia

Author. (Year of publication). Title of article. In Editor's name (Editor).
Title of encyclopedia. volume (page number). Place of publication:
publisher

Blau, P.M. (1968). Organizations: Theories. In D.I. Sills (Ed.).
International Encyclopedia of the Social Sciences. Vol.11 (pp.
297-305). New York: The Mcmillan Company & The Free Press.

Osmanczyk, E.J. (1990). Human Rights. In **Encyclopedia of the United
Nations and International Agreements.** (pp.390-391). New
York: Taylor and Francis.

2.2.9 Thesis

Author. (Year of publication). **Title of thesis.**(degree).....thesis
in.....(subject)....., faculty....., institute/university

- Nuankoksoong, P. (1998). **Morale of the personnel of the Office of Accelerated Rural Development in the northeast.** Master thesis in Development Sociology, Graduate School, Khon Kaen University.
- Boonmathya, R. (1997). **Contested concepts of development in rural northeastern Thailand.** Ph.D. Dissertation, Department of Anthropology, University of Washington, U.S.A.
- Lan, W.C. (2002). **From document clues to descriptive metadata: Document characteristics used by graduate students in judging the usefulness of Web documents.** PhD Dissertation, School of Information and Library Science, University of North Carolina at Chapel Hill.

2.2.10 Paper- Unpublished (Pamphlet/Mimeographed)

Author. (Year of publication). Title of paper. Place of publication: publisher. (Pamphlet).
 Author. (Year of publication). Title of paper. Place of publication: publisher. (Mimeographed).

Insert **Unpublished, Pamphlet, Brochure, Mimeographed, or Photocopied** in parenthesis () rear most.

- Institute of International Education. [n.d.]. Developing human resources. Bangkok: IIE. (Pamphlet).
 Research and Training Center. (1996). Guidelines for research report writing. Bangkok: RTC. (Brochure).

2.2.11 Abstract

1) Thesis abstract from abstract press release

Author. (Year of publication). Title of thesis [Abstract]
(degree).....thesis in.....(subject)....., institute/university
 In **Title of abstract press.** Page number.

- Jengjalern, P. (1988). Decentralizing rural development planning: A case study of rural employment generation program in northern Thailand [Abstract]. Doctoral Dissertation, Syracuse University. In **Dissertation Abstracts International.** p. 807A.

2) Thesis abstract from CD-ROM database

Author. (Year of publication). **Title of thesis** [Abstract].
(degree).....thesis in.....(subject)....., faculty.....,
 institute/university. Retrieval date, from **Name of CD-ROM database**,
 number of abstract.

Phankasem, K. (1992). **Women's knowledge: Rethinking gender relations and development in rural northeast Thailand** [Abstract]. Doctoral dissertation, University of Missouri-Columbia. Retrieved June 20, 2001, from **DAO**, Abstract No. A23567.

3) Article Abstract from a journal from CD-ROM database

Author. (Year of publication). Title of article [Abstract] **Title of journal**,
 volume(issue), page number. Retrieval date, from **Name of CD-ROM database**, number of abstract.

Fry, G. & Kempner, K. (1996). A subnational perspective for comparative research: Education and development in northeast Brazil and northeast Thailand [Abstract]. **Comparative Education**, 32(3), 333-60. Retrieved June 20, 2000, from **ERIC**, Abstract No. EJ536499.

Usher, A.D. (1992). After the forest: AIDS as ecological collapse in Thailand [Abstract]. **Development Dialogue**, (1-2), 12-49. Retrieved April 11, 2001, from **ERIC**, Abstract No. EJ469445.

4) Book abstract from CD-ROM database

Author. (Year of publication). **Title of book** [Abstract]. Place of publication:
 publisher. Retrieval date, from **Name of CD-ROM database**,
 number of abstract.

Medal, A.C. (Ed.). (1996). **Women reading the world: Policies and practices of literacy in Asia (UIE Studies 6)** [Abstract]. Germany: UNESCO, Institute for Education. Retrieved April 4, 2001, from **ERIC**, Abstract No. ED413497.

2.2.12 Information from audiovisual aids/radio/television

Author. (Year of publication). **Title** [Media type]. Place of publication: publisher.

- Insert the name of the person who is responsible for the information and insert his/her function in parenthesis () such as producer, speaker, commentator, etc.
- If the title is recorded in audiovisual aids, insert the type of media in the brackets [] after the title such as [Slide], [Tape cassette], [Videocassette], [Film], etc.
- If the title is from a radio or television broadcast, designate the name of the program and the name of the radio or television station after the title.

Harrison, J. (Producer). (1992). **Changing our minds: The story of Evelyn Hooker** [Film]. New York: Changing Our Minds, Inc.

Costa, P.T., Jr. (Speaker). (1988). **Personality, continuity, and changes of adult life** [Tape cassette]. Washington, DC: American Psychological Association.

2.2.13 Referencing from an Internet

These guidelines for referencing from the internet are source adapted from *APA Style Electronic Formats* (Guffey, 2001) has explained how to reference sources from the internet further from the original APA Style as follows;

- Students should cite directly from the URL where the information is located; do not cite from a home page or menu page.
- To write URL address; if there is not enough space, students should continue on the next line with a word immediately after / (slash) or . (dot)
- To cite e-mail, students should use only the In-text citation format, and not inclusion in the References page, as information from e-mail is not easily found beyond the text.
- If the information has no author, insert the title or specific part of the title and follow with the year of publication.

Example citations from the internet

- 1) **Article in an e-journal, which has a printed version** no need to insert retrieval date and URL

Author. (Year of publication). Title [Serial online]. **Title of journal**, volume (issue), page number.

Honeycutt, E.D., Glassman, M., Zugelder, M.T., & Karande, K. (2001). Determinants of ethical behavior: A study of autosalespeople [Electronic version]. **Journal of Business Ethics**, 32 (1), 69-79.

- Vakkari, P. and Sormunen, E. (2004) The Influence of Relevance Levels on the Effectiveness of Interactive Information Retrieval. [Electronic version]. **Journal of the American Society for Information Science and Technology**. 55(11), 963-969.
- Tseng, Y. H.; Lin, C. J. and Lin, Y. I. (2007). Text mining techniques for patent analysis. [Electronic version]. **Information Processing & Management** 43(5), 1216-1247.

2) Article in an e-journal, with no printed version

Author. (Year of publication). Title. **Title of journal**, volume (issue), page number(if any). Retrieval date, from URL

- Jensen, S. (2000). Ethical underpinnings for multidisciplinary practice in the United States and abroad: Are accounting firms and law firms really different? **Online Journal of Ethics**, 3 (1). Retrieved August 20, 2001, from <http://www.stthom.edu/cbes/ethunder.html>
- Mursu, A, Luukkonen, I. and Korpela, M. (2007). Activity Theory in information systems research and practice - theoretical underpinnings for an information systems development method. **Information Research** 12(3). Retrieved July 5, 2007, from <http://informationr.net/ir/12-3/paper311.html>.
- Beall, J. (2005). Metadata and data quality problems in digital library. **Journal of Digital Information** 6(3) Retrieved September 15, 2006, from <http://judi.tama.edu/articles/v06/i03/Beall>.
- Mimno, D., Crane, G.& Jones, A. (2005). Hierarchical Catalog Records implementing a FRBR Catalog. **D-Lib Magazine**, 11(10) Retrieved March 15, 2006, from <http://dlib.anu.edu.au/dlib/october05/crane/10crane.html>.

3) Newspaper- on the internet

Author. (volume, date). Title. **Title of newspaper**. Retrieval date , from URL

- Hilts, P.J. (1999, February 16). In forecasting their emotions, most people flunk out. **New York Times**. Retrieved November 21, 2000, from <http://www.nytimes.com>
- Ekachai, S. (2007, July 05). Hidden survivors. **Bangkok Post**. Retrieved July 6, 2007, from http://www.bangkokpost.com/050707_Outlook/05Jul2007_out01.php

4) Information from an organization's web site

Author or Organization. (year of publication). **Title**. Retrieval date, from URL.

Koanantakool, T. (1999). **Getting ready for the new Millennium: What are the Thai Government's actions toward the year 2000?.** Retrieved August 20, 1999, from <http://www.nectec.or.th/it-projects/>

U.S. General Accounting Office. (1997). **Telemedicine: Federal strategy is needed to guide investments.** Retrieved September 15, 2000, from http://www.access.gpo.gov/su_docs/aces/aces160.shtml?/gao/index.html

Brown, A. (2003). **Preserving the digital heritage: building a digital archive for UK government records.** Online Information 2003 Proceeding. Retrieved August 20, 2003, from <http://www.nationalarchives.gov.uk/preservation/digitalarchive/pdf/brown.pdf>.

Department of Culture Ministry of Tourism & Culture Government of India. (2004). **National mission for manuscripts: report of the first year February 2003-February 2004.** Retrieved June 10, 2005, from http://namami.nic.in/nmm_final.pdf.

5) Information from a personal web site – no sources/organization

Author. (Year of publication). **Title**. Retrieval date, from URL.

Gordon, C.H., Simmons, P., & Wynn, G. (2001). **Plagiarism: What it is, and how to avoid it.** Retrieved July 24, 2001, from <http://www.zoology.ubc.ca/bpg/plagiarism.htm>

Weisbrot, M., Baker, D., Kraev, E., & Chen, J. (2001, July 11). **The scorecard on globalization 1980-2000: Twenty years of diminished progress.** Retrieved July 23, 2002, from http://www.cepr.net/globalization/scorecard_on_globalization.htm

Bontas, E. P. (2005). **Practical experiences in building Ontology-based Retrieval Systems.** Retrieved January 20, 2006, from <http://userpage.fu-berlin.de/~paslaru/papers/swcase2005.pdf>.

6) Information from web site- no author or contributor

Title. (Year of publication). Retrieval date, from URL.

Globalization. (1997, February 3). Retrieved July 23, 2002, from <http://www.mirror.org/kurt.loeb/Globalization.html>

The Tree roots of OIL. (2000). Retrieved May 14, 2004, from
<http://www.ontoknowledge.org/oil/TR/existingwork.html>
 ABC A logical model for metadata interoperability. (1999). Retrieved
 December 9, 2005, from http://www.ilrt.bris.ac.uk/discovery/harmony/docs/abc/abc_draft.html

7) Information from letter or message posted in newsgroup or discussion group on internet

Author. (posted date). **Title from subject.** Message posted to address of newsgroup or discussion group.

Nicholson, S. (2002, July 24). **Information technology & libraries.**
 Message posted to jesse@listserv.utk.edu
 Winship, I. (2002, July 23). **CD-ROM usage monitoring.** Message posted to
pacs-1@listserv.uh.edu
 Yudkin, M. (2001, July 4). **The marketing minute: Truth is always in season.**
 Message posted to news://biz.commerce

Note personal e-mail letter can be cited in content but no need to cite in References.

2.2.14 Referencing from interview

Contributor name. (Interview date). **Interview.** Function. Agency or address

Skonchai, S. (2007, August 22). **Interview.** President. Khon Kaen University.

2.2.15 Citing a document that has been cited in other work

Write references list according to each type of citation. Citation may begin with the previous document followed by cited in and the work that has been used as a reference. Otherwise, begin with the document used as a reference followed by cited from and the previous work, for example;

1) Begin with the previous work

Ngo, N.V. (1988). Some aspects of cooperation in the Mekong delta. In D.G. Marr & C.P. White (Eds.). **Postwar Vietnam: Dilemmas in socialist development.** (pp.163-173). Ithaca, NY: Cornell University, Southeast Asia Program. Cited in Suter, Keith. (2005) Vietnam yesterday, today, and tomorrow. **Contemporary Review** 286, 1673 (June 2005) 351-356.

2) Begin with the document used as a reference

Suter, Keith. (2005) Vietnam yesterday, today, and tomorrow. **Contemporary Review** 286, 1673 (June 2005) 351-356. Cited from Ngo, N.V. (1988). Some aspects of cooperation in the Mekong delta. In D.G. Marr & C.P. White (Eds.). **Postwar Vietnam: Dilemmas in socialist development**. (pp. 163-173). Ithaca, NY: Cornell University, Southeast Asia Program.

2.2.16 Citing Thai independent studies or theses written in English

Write references list in English, designating [in Thai] after the list, for example;

- Tuamsuk, K. (2001). Digital library education in library and information science curriculum. **KKU J lib & Info Sci**, 19(3), 1-12. [in Thai].
- Samutkhup, S. and Kittiarsa, P. (2003). Why was a female lower garment used as a wrapper of palm-leaf manuscripts in Northeast Thailand? An anthropology approach to Isan-palm-leaf manuscripts. **Art & Culture Magazine**, 24(6), 82-95. [in Thai].
- Office of National Economic & Social Development Board. (2002). **One Tumbon One Product**. Retrieved February 14, 2004, from <http://ie.nesdb.go.th/gd/html/forms/Projects/TumBonProject/TumBonExPlain/TumBonProjectExPlain.htm>. [in Thai]

2.3 Arrangement and organization of References

2.3.1 Every reference listed in the main text must be compiled in the rearward of the book under title *Bibliography* or *References*

2.3.2 To organize References

1) Arrange in alphabetic order according to the name of author if choosing Name-year or Reference-order number style of citations. Following these steps;

- Arrange alphabetical according to dictionary order. If there are both Thai and English documents, arrange the Thai first then follow with the English.
- If the name of authors are the same or citing works by the same author, arrange according to year of publication. If year of publication is the same, designate a b c . . . after and arrange the list alphabetical as to title. If the author has both personal work and co-work, list the personal first and follow with the co-work. For typing, type full name only for the first listing. For subsequent works, use an underline continually 6-8 times ended by . (dot) or , (comma) as example;

Charlmers A.J. (1972). **An instant of treason . . .**

Charlmers A.J. (1973a). **Ideology and politics . . .**

Charlmers A.J. (1973b). **Autopsy on people's war. . .**

Charlmers A.J, & D'Andrea L.T.(1989). **Politics and productivity. . .**

Charlmers A.J , & Schlei N.A. (1997). **Special report: the CIA. . .**

Type as

Charlmers AJ. (1972). **An instant of treason . . .**
 _____ . (1973a). **Ideology and politics . . .**
 _____ . (1973b). **Autopsy on people's war. . .**
 _____, & D'Andrea L.T.(1989). **Politics and productivity. . .**
 _____, Schlei N.A. (1997). **Special report: the CIA. . .**

Insert _____. Only for the first author

2) **Arrange in order of citation in the main text** if choosing Cited-order number style, student should designate number in front of each referenced document as in the main text.

2.3.3 Spacing

1) Type any symbols after the first sentence without spacing. Use two space (type space bar 2 times) after a period, and use one space (type space bar 1 time) after a comma (,) colon (:) or semicolon (;) as shown;

- √**developing countries**. London: Prentice-Hall
- √ **Buddhism Journal**, 2(3), 5-21.
- √ Baron, J.N., & Hannan, M.T. (1994). **The impact of.....**
- X Charlmers A.J. (1972). **An instant of treason . . .**
- X**developing countries** . London: Prentice-Hall
- X **Buddhism Journal** , 2 (3), 5-21.
- X Baron, J. N., & Hannan, M.T. (1994). **The impact of.....**

2) If the text is longer than one line, enter the next line with a 4-8 space indent (type space bar 4-8 times) as example;

B.A.Ackerly. (2000). **Political theory and feminist social criticism**.
 Cambridge, U.K. : Cambridge University Press.

↑
Indent

3) Grammar and typing format should supercede concerns appearance. Do not cut words or type incorrectly, but make sure the right margins stay equal as shown;

- √ Ngo, N.V. (1988). Some aspects of cooperation in the Mekong delta. In D.G. Marr & C.P. White (Eds.). **Postwar Vietnam: Dilemmas in socialist development**. (pp. 163-173). Ithaca, NY: Cornell University, Southeast Asia Program.
- X Ngo, N.V. (1988). Some aspects of cooperation in the Mekong delta. In D.G. Marr & C.P. White (Eds.). **Postwar Vietnam: Dilemmas in socialist development**. (pp. 163-173). Ithaca , NY: Cornell University, Southeast Asia Program.

Example 1 Name-year style (in main text) and Bibliography (rearward of book) *

Kidney (renal) disease is one of the most common problems affecting dogs. The detection of reduced function is difficult in clinical practice because the clinical signs of renal failure do not appear until there is severe dysfunction. Many methods are used to evaluate renal disease. Kidney size, shape, margination and opacity can be evaluated by radiography. Ultrasound provides morphologic information such as renal size, shape and internal architecture. But the confirmation of ultrasound findings that are not severe may cause decreased renal function, they are difficult to confirm. Some structural information is also provided by scintigraphy (nuclear imaging). A biopsy can be used for pathological but not for functional change. The most common methods of diagnosis are based on analysis of blood samples to detect elevated levels of creatinine and urea nitrogen. Both are insensitive and nonspecific as they are only elevated when the kidney function is severely reduced. Glomerular filtration rate (GFR) is considered to be the best single parameter for assessing renal function (Moe and Heiene, 1995; Heiene and Moe, 1998) because it is directly proportional to the number of functioning nephrons (Ross, 1995). Urinary clearance of inulin, exogenous creatinine and single injection plasma clearance method as ^{99m}Tcdiethylenetriamine pentaacetic acid (^{99m}Tc-DTPA), iohexol for instance are accepted as the standard for kidney function test (Chew and DiBartola, 1989; Gleadhill and Michell, 1996). However, these methods are time consuming and labor intensive, which has prevented more extensive use in clinical practice. . .

Bibliography

- Bland, J.M. and Altman, D.G. 1999. Measuring agreement in method comparison studies. *Stat.Methods Med.Res.* 8(2): 135-160.
- Chew, D.J. and DiBartola, S. 1989. Diagnosis and pathophysiology of renal disease. In: *Textbook of Veterinary Internal Medicine*. S. J. Ettinger (ed). Philadelphia, WB Saunders: 1893-1962.
- Moe, L. and Heiene, R. 1995. Estimation of glomerular filtration rate in dogs with ^{99m}Tc-DTPA and iohexol. *Res Vet Sci* 58(2): 138-143.
- Ross, L.A. 1995. Assessment of renal function in the dog and cat. In: *Current Veterinary Therapy IX*. K. RW. (ed). W.B. Saunders: Philadelphia, pp. 1103-1108.
- Tabaru, H., Finco, D.R. et al. 1993. Influence of hydration state on renal functions of dogs. *Am. J. Vet. Res.* 54(10): 1758-1764.

*This example was selected and adapted from Naruepon Kampa. (2007). The Effect of Fluid Administration on Glomerular Filtration Rate (GFR) Measured by Scintigraphy in Dogs. *KKU Vet. Journal*, 17 (1), 22-32.

Example 2 Name-Year style (in main text) And References (rearward of book)*

Kidney (renal) disease is one of the most common problems affecting dogs. The detection of reduced function is difficult in clinical practice because the clinical signs of renal failure do not appear until there is severe dysfunction. Many methods are used to evaluate renal disease. Kidney size, shape, margination and opacity can be evaluated by radiography. Ultrasound provides morphologic information such as renal size, shape and internal architecture. But the confirmation of ultrasound findings that are not severe may cause decreased renal function, they are difficult to confirm. Some structural information is also provided by scintigraphy (nuclear imaging). A biopsy can be used for pathological but not for functional change. The most common methods of diagnosis are based on analysis of blood samples to detect elevated levels of creatinine and urea nitrogen. Both are insensitive and nonspecific as they are only elevated when the kidney function is severely reduced. Glomerular filtration rate (GFR) is considered to be the best single parameter for assessing renal function (Moe and Heiene, 1995; Heiene and Moe, 1998) because it is directly proportional to the number of functioning nephrons (Ross, 1995). Urinary clearance of inulin, exogenous creatinine and single injection plasma clearance method as ^{99m}Tc-diethylenetriamine pentaacetic acid (^{99m}Tc-DTPA), iohexol for instance are accepted as the standard for kidney function test (Chew and DiBartola, 1989; Gleadhill and Michell, 1996). However, these methods are time consuming and labor intensive, which has prevented more extensive use in clinical practice. . .

References

- Chew, D.J. and DiBartola, S. 1989. Diagnosis and pathophysiology of renal disease. In: Textbook of Veterinary Internal Medicine. S. J. Ettinger (ed). Philadelphia, WB Saunders: 1893-1962.
- Gleadhill, A. and Michell, A.R. 1996. Evaluation of iohexol as a marker for the clinical measurement of glomerular filtration rate in dogs. *Research in Veterinary Science* 60: 117-121.
- Moe, L. and Heiene, R. 1995. Estimation of glomerular filtration rate in dogs with ^{99m}Tc-DTPA and iohexol. *Res Vet Sci* 58(2): 138-143.
- Ross, L.A. 1995. Assessment of renal function in the dog and cat. In: *Current Veterinary Therapy IX*. K. RW. (ed). W.B. Saunders: Philadelphia, pp. 1103-1108.

*This example was selected and adapted from Naruepon Kampa. (2007). The Effect of Fluid Administration on Glomerular Filtration Rate (GFR) Measured by Scintigraphy in Dogs. *KKU Vet. Journal*, 17 (1), 22-32.

**Example 3 Referenced-order number style (in main text) and References
(rearward of book)***

Kidney (renal) disease is one of the most common problems affecting dogs. The detection of reduced function is difficult in clinical practice because the clinical signs of renal failure do not appear until there is severe dysfunction. Many methods are used to evaluate renal disease. Kidney size, shape, margination and opacity can be evaluated by radiography. Ultrasound provides morphologic information such as renal size, shape and internal architecture. But the confirmation of ultrasound findings that are not severe may cause decreased renal function, they are difficult to confirm. Some structural information is also provided by scintigraphy (nuclear imaging). A biopsy can be used for pathological but not for functional change. The most common methods of diagnosis are based on analysis of blood samples to detect elevated levels of creatinine and urea nitrogen. Both are insensitive and nonspecific as they are only elevated when the kidney function is severely reduced. Glomerular filtration rate (GFR) is considered to be the best single parameter for assessing renal function [1] because it is directly proportional to the number of functioning nephrons [4]. Urinary clearance of inulin, exogenous creatinine and single injection plasma clearance method as ^{99m}Tcdiethylenetriamine pentaacetic acid (^{99m}Tc-DTPA), iohexol for instance are accepted as the standard for kidney function test [1, 2]. However, these methods are time consuming and labor intensive, which has prevented more extensive use in clinical practice. . .

References

1. Chew, D.J. and DiBartola, S. 1989. Diagnosis and pathophysiology of renal disease. In: Textbook of Veterinary Internal Medicine. S. J. Ettinger (ed). Philadelphia, WB Saunders: 1893-1962.
2. Gleadhill, A. and Michell, A.R. 1996. Evaluation of iohexol as a marker for the clinical measurement of glomerular filtration rate in dogs. *Research in Veterinary Science* 60: 117-121.
3. Moe, L. and Heiene, R. 1995. Estimation of glomerular filtration rate in dogs with ^{99m}Tc-DTPA and iohexol. *Res Vet Sci* 58(2): 138-143.
4. Ross, L.A. 1995. Assessment of renal function in the dog and cat. In: *Current Veterinary Therapy IX*. K. RW. (ed). W.B. Saunders: Philadelphia, pp. 1103-1108.

*This example was selected and adapted from Naruepon Kampa. (2007). The Effect of Fluid Administration on Glomerular Filtration Rate (GFR) Measured by Scintigraphy in Dogs. *KKU Vet. Journal*, 17 (1), 22-32.

Example 4 Cited-order number style (in context) and References (rearward of book)*

Kidney (renal) disease is one of the most common problems affecting dogs. The detection of reduced function is difficult in clinical practice because the clinical signs of renal failure do not appear until there is severe dysfunction. Many methods are used to evaluate renal disease. Kidney size, shape, margination and opacity can be evaluated by radiography. Ultrasound provides morphologic information such as renal size, shape and internal architecture. But the confirmation of ultrasound findings that are not severe may cause decreased renal function, they are difficult to confirm. Some structural information is also provided by scintigraphy (nuclear imaging). A biopsy can be used for pathological but not for functional change. The most common methods of diagnosis are based on analysis of blood samples to detect elevated levels of creatinine and urea nitrogen. Both are insensitive and nonspecific as they are only elevated when the kidney function is severely reduced. Glomerular filtration rate (GFR) is considered to be the best single parameter for assessing renal function [1] because it is directly proportional to the number of functioning nephrons [4]. Urinary clearance of inulin, exogenous creatinine and single injection plasma clearance method as ^{99m}Tc-diethylenetriamine pentaacetic acid (^{99m}Tc-DTPA), iohexol for instance are accepted as the standard for kidney function test [1, 2]. However, these methods are time consuming and labor intensive, which has prevented more extensive use in clinical practice. . .

References

1. Moe, L. and Heiene, R. 1995. Estimation of glomerular filtration rate in dogs with ^{99m}Tc-DTPA and iohexol. *Res Vet Sci* 58(2): 138-143.
2. Ross, L.A. 1995. Assessment of renal function in the dog and cat. In: *Current Veterinary Therapy IX*. K. RW. (ed). W.B. Saunders: Philadelphia, pp. 1103-1108.
3. Chew, D.J. and DiBartola, S. 1989. Diagnosis and pathophysiology of renal disease. In: *Textbook of Veterinary Internal Medicine*. S. J. Ettinger (ed). Philadelphia, WB Saunders: 1893-1962.
4. Gleadhill, A. and Michell, A.R. 1996. Evaluation of iohexol as a marker for the clinical measurement of glomerular filtration rate in dogs. *Research in Veterinary Science* 60: 117-121.

*This example was selected and adapted from Naruepon Kampa. (2007). The Effect of Fluid Administration on Glomerular Filtration Rate (GFR) Measured by Scintigraphy in Dogs. *KKU Vet. Journal*, 17 (1), 22-32.

Chapter 6
Citations in thesis
Second format*

Citation means to provide the source of information that the author has used in any working papers as evidence which makes the working papers acceptable and reliable. Furthermore, citation serves to give credit to the previous author and to show the honest intention of the author not to copy others' information without reference (Plagiarism): Plagiarism is a very serious academic offence that will absolute not to be tolerated. ***Graduate students must use citations in working papers of any report or thesis.***

Citations in science and technology theses in this guide book are prescribed in the Vancouver Style (Uniform Requirements for Manuscripts Submitted to Biomedical Journals, 1997) and Vancouver Referencing, by David Wells (2001) which is the recommended national standard and is largely used all over the world. Some parts have been adapted for citations in Thai, which may possess characteristics and information different from those found in an English paper.

Citations in the thesis should be referenced in two parts of the thesis: the main text and the end of the chapter or rearward.

1. In-Text citations

In-Text citation mean providing the source of information with a combination of reference and context to indicate the source of a statement. Students may choose either citations style from the following:

1.1 Name-year style

Name-year style is a citation designating *the name of the author* and *year of publication* in front of or immediately after the statement to provide the source, and may include *page number of document* used as reference if necessary.

Citing in front of a statement

Citing in front of a statement is used when the author's name appears within the text. It is followed by the year in parenthesis, and then the statement;

Author (year of publication).....

Or

Author (year of publication: page no.).....

Citing after a statement

Citing after a statement is used when the author's name does not appear in the main text. The author's name and year of publication then appear in parenthesis after the statement;

.....(Author, year of publication)

Or

.....(Author, year of publication: page no.)

Format of Name-Year style has details as follows;**1.1.1 Work by one author**

For a Thai author, writing in Thai, insert name and surname respectively.
For a foreign author or Thai author writing in a foreign language, insert only the surname as shown;

1) Thai author, writing in Thai

ธีระ งามสูตร (2532) กล่าวว่า ในประเทศไทยมีรายงานผู้ป่วยเอดส์รายแรกในเดือนกันยายน พ.ศ. 2527 หลังจากนั้นจำนวนผู้ป่วยเอดส์ได้เพิ่มขึ้นเรื่อยๆ...

or

ในประเทศไทยมีรายงานผู้ป่วยเอดส์รายแรกในเดือนกันยายน พ.ศ. 2527 หลังจากนั้นจำนวนผู้ป่วยเอดส์ได้เพิ่มขึ้นเรื่อยๆ...

2) Foreign author

James (2000) said almost all doctors today agree that not everyone infected with HIV needs to take antiretroviral or other drugs. But everyone with HIV does need medical monitoring and care--and access to treatment when and if it is appropriate for them.

or

Almost all doctors today agree that not everyone infected with HIV needs to take antiretroviral or other drugs. But everyone with HIV does need medical monitoring and care--and access to treatment when and if it is appropriate for them. (James, 2000)

3) Thai author, writing in foreign language

Aroonpiroj (1997) support our results that bacteria selected from Thai fish sauce fermentation could produce protease enzyme on the medium containing 0.8% skim milk and 0.1% yeast extract.

or

Bacteria selected from Thai fish sauce fermentation could produce protease enzyme on the medium containing 0.8% skim milk and 0.1% yeast extract (Aroonpiroj, 1997)

1.1.2 Work by two authors

Insert the name of the first author followed by a comma (,) and the name of the second author, as follows;

Example 1

Suriya Samutakupte, Pattana Kitiarsa (2545).....

or

.....(Suriya Samutakupte, Pattana Kitiarsa, 2545)

Example 2

Enger, Smith (2004).....

or

.....Enger, Smith, 2004

1.1.3 Work by three or more authors

Insert the name of the first author followed by *et al.* accompanying every citation as shown;

Example 1

Taddao Laorrojwong et al. (2541).....

or

.....(Taddao Laorrojwong et al., 2541)

Example 2

Piot et al. (1992).....

or

.....(Piot et al., 1992)

1.1.4 Work by Business authors

Insert the name of business as the name of author

1) If there are both Sub-organization and organization insert only the name of the Sub-organization, designated first, for example; *Srinakarinth Hospital, Faculty of Medical Science, Khon Kaen University* insert only *Srinakarinth Hospital*; except if the name of the Sub-organization is the same and belongs to a different organization, then the name of the organization should be inserted as follows to make the difference; *Planning Division, Khon Kaen University* and *Planning Division, Department of Provincial Administration, Ministry of Interior*. As shown;

Example1

The Secretarial of the Prime Minister (2007).....

or

.....(The Secretarial of the Prime Minister, 2007)

Example2

Office of Ministry of Foreign Affairs (2007).....

Office of Deputy Ministry of Culture (2007).....

or

.....(Office of Ministry of Foreign Affairs, 2007)

.....(Office of Deputy Ministry of Culture, 2007)

2) If the name of the organization is too long insert full name for the first instance, and subsequent citations could be shortened using ... as follows;

• **First citing**

Office of Deputy Ministry of Social Development and Human Security (2007).....

Office of the Nation Economic and Social Development Board (2007)

.....

• **Next citing**

Office of Deputy Ministry of Social Development ... (2007).....

Office of the Nation Economic... (2007).....

or

• **First citing**

.....(Office of Deputy Ministry of Social Development and Human Security, 2007)

• **Next citing**

.....(Office of Deputy Ministry of Social Development ...,2007)

3) **If the organization has initials that are largely known** insert full name with initials in brackets [] at the first citing, and the next citing could include only the initials as shown;

Example1

- **First citing**
Office of The Public Sector Development Commission [OPDC] (2007).....
 - **Next citing**
OPDC (2007).....
- or**
- **First citing**
.....(Office of The Public Sector Development Commission [OPDC], 2007)
 - **Next citing**
.....(OPDC, 2007)

Example2

- **First citing**
World Health Organization [WHO] (2007).....
 - **Next citing**
.....(WHO, 2007)
- or**
- **First citing**
.....(World Health Organization [WHO], 2007)
 - **Next citing**
.....(WHO, 2007)

1.1.5 Work by no author

Insert title instead at the name of the author by using the full title, or shorten and follow with ... If citing in front of the statement insert title in “.....” as follows;

- In the article “AIDS Treatment Improves Survival...” (2000).....
- or**
.....(AIDS Treatment Improves Survival..., 2000)

1.1.6 No date

Insert *n.d.* instead of year of publication as example;

Example1

- Sunsanee Kidpanich (n.d.).....
- or**
..... (Sunsanee Kidpanich, n.d.)

Example2

- Viravaidya(n.d.).....
- or**
.....(Viravaida, n.d)

1.1.7 In press

Insert *in press* instead of year of publication as example;

Example1

Sunsanee Kidpanich (in press).....

or

..... (Sunsanee Kidpanich, in press)

Example2

Viravaidya (in press).....

or

.....(Viravaidya, in press)

1.1.8 Foreign authors with the same surname

Insert surname, first initial, and middle name to prevent confusion as follows;

RJ Smith (1994).....

P Smith (1997).....

or

.....(Smith RJ, 1994)

.....(Smith P, 1997)

1.1.9 Several works by one author, published in the same year

Regularly in the References page this must be designated by the alphabet letters a b c... respectively, after year of publication to indicate that they are not the same document, for example;

- If 2 documents of Chalmers A. Johnson have been cited
Chalmers A. Johnson. Ideology and politics in contemporary China. 1973a

Chalmers A. Johnson. Autopsy on people's war. 1973b

Use In-text citations as follows;

Johnson (1973a).....

Johnson (1973b).....

or

.....(Johnson, 1973a)

.....(Johnson, 1973b)

1.1.10 Citing the document that has been cited in an other work

If the document you intend to cite has been cited in an other work and the manuscript of cited-work can not be founded, use Repeating citation following one of these two formats;

1) **Cite the name of the author of the manuscript first** insert the name of the author of the manuscript, followed by the word *cited in*, and the name of the author of the work from which information is taken, for example; we intend to cite Pratt's document which has been cited in Edward William Said's

Pratt (1992 cited in Said, 1994).....

or

.....(Pratt, 1992 cited in Said, 1994)

2) Cite the name of the author of the document used as a reference

first insert the name of the author of the work which has been use as reference, followed by the word *cited from* and the name of the author of the manuscript, for example; we intend to cite Edward William Said’s work cited in Pratt’s

Said (1994 cited from Pratt, 1992).....

or

.....(Said, 1994 cited from Pratt, 1992)

1.1.11 Citing several documents which contain corresponding information

Several documents may have corresponding information for various reasons such as some researchers investigating the same topic, or the results of research may be similar. In this case, cite as shown;

Example1

Pramote Theerapong (1998), Wallop Payanan (1999) found that.....

or

Example2

Kua Wongboonsin et al. (1997), Songathana (1998), Wormser (1998).....

or

.....(Kua Wongboonsin et al., 1997; Songathana, 1998; Wormser, 1998)

1.2 Number style

Number style is a citation format designating the number of the reference document as found in the Reference section at the end of the statement to provide the source. The number could be designated as 1 2 3 or insert number in [] such as [1] [2] [3], for example;

The U.S. has projected military force in the Persian Gulf for two decades. The policy aims to preempt emergence of a regional superpower¹. However, preemption of Iraq has been accomplished only after two wars and an occupation. These costly exercises have not slowed Iran's procession toward regional superpower status but rather may have accelerated it² . . .

or

The U.S. has projected military force in the Persian Gulf for two decades. The policy aims to preempt emergence of a regional superpower [1]. However, preemption of Iraq has been accomplished only after two wars and an occupation. These costly exercises have not slowed Iran's procession toward regional superpower status but rather may have accelerated it [2] . . .

If citing several documents but the same information, insert the number of reference documents, respectively, and separate them with a comma (,) as shown;

..... 1, 4, 5

.....[1, 2, 3]

.....[3, 4, 7, 9]

Number style citations have 2 methods. Student may choose either as follows;

1.2.1 Cited-order number

Insert number according to the order in which references are listed in the main text, beginning with 1 2 3... respectively, to the end of the book The number could be used again if cited again. The References lists at the end of book should be ordered similar to the main text, following the order in which they are cited with no need to arrange the names of authors alphabetically, as follows;

In-text citations

The U.S. has projected military force in the Persian Gulf for two decades. The policy aims to preempt emergence of a regional superpower [1]. However, preemption of Iraq has been accomplished only after two wars and an occupation. These costly exercises have not slowed Iran's procession toward regional superpower status but rather may have accelerated it [2][3].....
[1].....
[4]

List of References (not arranged alphabetically by author name)

1. Wolfowitz, P. (1992).....
2. Nasr, SVR. (2006).....
3. Akins, JE. (1973).....
4. Stern, R. (2006).....
5. Kashfi, MS. (2003).....

1.2.2 Reference-order number

This method involves inserting the number corresponding to the order appearing in the Reference section, which is arranged alphabetically by author name. The References at the end of the book will be ordered similar to the main text with no need to begin with 1 2 3. . . respectively, and the number could be used again for subsequent citations, as shown;

In-Text Citations

The U.S. has projected military force in the Persian Gulf for two decades. The policy aims to preempt emergence of a regional superpower [1]. However, preemption of Iraq has been accomplished only after two wars and an occupation. These costly exercises have not slowed Iran's procession toward regional superpower status but rather may have accelerated it [2]. U.S. failure to confront market power is not an oversight, however. It is a policy whose premise is that cartel states must be appeased to secure their oil exports. This conception is based in turn on the perceived threat of an "oil weapon" [4].....[2].....
[3].....

List of References (arranged alphabetically by author name)

1. Akins, JE. (1973).....
2. Kashfi, MS. (2003).....
3. Nasr, SVR. (2006).....
4. Stern, R. (2006).....
5. Wolfowitz, P. (1992).....

1.3 Citing Thai document in thesis that written in English

To cite independent studies or a thesis written in English, if choosing the Name-year style, insert the reference name and year in English including A.D. To translate a Thai name into English, the student must use formal the name correctly (if any) especially the name of the organization, for example; (มหาวิทยาลัยขอนแก่น, 2550) will be (Khon Kaen University, 2007). If the formal name or the name of the person can not be found in English, use transliteration into the Roman alphabet such that กุลธิดา ท่วมสุข (2545) will be Tuamsuk (2002)

If Thai names are not translated into English, use the Number style citations instead.

To write Reference, see page 87 No. 2.2.15

2. Reference citations

Reference citations is an index compiling all documents which the author cites in the work; normally arranged alphabetically by the name of the author, but can be arranged respectively as to the references list in the main text if the author chooses cited-order number style of citation.

The References section should only contain those references which have been cited in the main text. Therefore, the reference lists at the end of the thesis must be equal to the referenced documents in the main text.

The format of Vancouver style for writing independent report or thesis appears as follow;

2.1 General guidelines**2.1.1 Author name**

1) **Thai author** writing in Thai language, insert the name and surname, respectively, without adding title (such as นาย นาง นางสาว) rank (such as พ.ด.ท. ร.อ.) post (such as ผู้ช่วยศาสตราจารย์ ศาสตราจารย์) or qualification (such as ดร. นพ.). If the author has the rank of nobility, put the rank of nobility after the name, punctuated with a comma (,) but write normally for the priest rank, as example;

สัญญา สัญญาวิวัฒน์.

ประเวศ วะสี.

อกิน รพีพัฒน์, ม.ร.ว.

พระราชวรมุนี (ประยุทธ์ ปยุตโต)

2) Foreign author or Thai author writing in English, insert the surname, then the first name initial and middle name as shown;

Spencer M.
Pratt RJ.
Panyarachun A.

3) Author is an editor insert the word *editor* or *editors* (for two or more) after the name, followed by a comma (.). If the author is the compiler, insert the word *compiler* or *compilers* as shown;

Wormser GP, editor.
Merigan Jr. TC, Barlett JG, Bologuesi D, editors.
Fahey JL, Fleming DS, compilers.

4) Author is a business insert the name of the business as it appears in the document beginning with Sub-organization, then organization, as shown;

Institute for Population and Social Research, Mahidol University.
World Health Organization.

5) Two or more authors, but not more than six insert the first author followed by a comma (,) and then the second author. For subsequent authors, separate them with a comma (,), as follows;

Zumla A, Johnson M, Miller R.
Vorakitphokatorn S, Cash RA, Chosa T, Sakurai Y.

6) More than six authors insert the first author followed by a comma (,) and the subsequent five authors, all separated with commas (.). After the sixth author, simply insert the word *et al.* as shown;

Piot P, Kapita BM, Ngugi EN, Mann JM, Colebunders R, Wabitsch R, et al.

2.1.2 Title

1) Title of books, articles, theses, and unpublished materials

- Insert the full title as it appears in the document. For an English title, type the first letter of the first word with a capital letter, and the rest in lowercase, except for proper nouns.

- For a sub-title or two part title, insert a colon (:) between title and sub-title

- To type the title of book and thesis, use bold or italic font or underlining for emphasis. For unpublished materials or articles (such as pamphlets or mimeographs), use normal font.

Example of books and thesis title

AIDS and respiratory medicine

AIDS in Africa: a manual for physicians

AIDS risk among tourists: a study of Japanese females

Example titles for unpublished materials or articles

Sexual culture and the risk environment of HIV/AIDS

2) Title of journals, encyclopedia, conferences/seminars

- Insert initial or full name as commonly used in the discipline for the journals. For titles of encyclopedia and conferences/seminars, insert the full name as it appears. For an English title, type the first letter of every significant word with capital letters.

- To type the titles of journals and encyclopedia, use bold, or italics or underlining for to emphasis. For the conference/seminars title, use normal font except when the conference title is the name of a book; then emphasize the book's title.

Example titles for journals and encyclopedia

Int J Health Serv

Leuk Lymphoma

Am J Anim Hosp Assoc

The New Complete Medical and Health Encyclopedia

Example titles for conferences/seminars

Proceedings of the Fourth International Symposium on AIDS in Asia

2.1.3 Information regarding publication

1) Books

- Edition : insert the edition if second edition or later. If the book has been revised or enlarged, insert that information as well; as follows;

2nd ed.

6th ed.

3rd rev. ed.

2nd rev. & enl. ed.

- Place of publication : insert city or province of publication as it appears in the book. If there is more than one city or province, insert only the first. If necessary, designate the state, district, or region after the name of the city by placing in (). Either initials or full name may be used (consult USPS in appendix ... on page ...) as shown;

New York

Scarborough (Ontario)

Princeton (NJ)

If there is no place of publication, insert [n.p.]

- Publisher or press : insert the name of publisher or press as it appears in the book. If both publisher and press are given, insert only the publisher. If the publisher is a Sub-organization or organization, insert the name of the Sub-organization or organization as the publisher, as follows;

Prentice-Hall

New Society Publishing

If there no publisher or printing press is given, insert [n.p.]

- Year of publication : insert year of publication with A.D. or B.C. in parentheses separate by a semicolon (;) as shown;

Prae Pittaya; 2541.

Prentice-Hall; 1996.

If there is no date of publication, insert [n.d.]

2) Journals

- Insert year of publication, volume, number of issue and page number, respectively as follows; year of publication; volume(number of issue): page number. For example;

1998; 28(2): 575-91.

1998 Sep; 31(1-2): 39-46 [If designate month]

1998; 12 Suppl B: 551-8. [If enlarged]

- For unpublished journals and in press articles, insert *in press* after title of journal as follows;

... **N Engl J Med.** In press.

3) Encyclopedia

- Designate the edition, place of publication, publisher, year of publication, volume, and page number, respectively, as follows;

Edition. Place of publication: publisher; year of publication.
volume; page number. For example;

International Unified ed. Westport (CT): HS Stuttman; 1981.
Vol.22; p.358-67.

Chicago: J.G. Ferguson Publishing; 1992. Vol. 3; p.771-81.

4) Theses

- Insert level of degree and subject of the thesis in brackets [] followed by place of publication, university, and year of publication, respectively, as follows;

[(degree of thesis)...in...(subject)...]. Place of publication:
Institute/university; publish date. For example;

[Master Thesis in Family Nursing]. Khon Kaen: The Graduate
School, Khon Kaen University; 1998.

[Ph.D. Thesis in Public Health]. Queensland: University of
Queensland; 1998.

[Doctoral Dissertation in Chemistry]. Indiana: Department of
Chemistry, Indiana University; 1998.

5) Unpublished materials

- Insert the type of materials in brackets [] after title. For place of publication, publisher, year of publication; use the same format as for books. For example;

Title [Unpublished]. Texas: Texas University; [n.d.].

Title [Pamphlet]. Paris: UNESCO; 1990.

6) Abstracts from a CD-ROM database

- Insert [Abstract] after title, followed by the information regarding citations format. Insert cited date, the name of CD-ROM database, and number of abstracts, as follows;

Example of a journal abstract from a CD-ROM database

Title of article [Abstract]. **Title of journal** Year of publication; volume: page number. [cited date]. Available from: **the name of CD-ROM database/** number of abstract.

Fatal Stevens-Johnson syndrome in an AIDS patient treated with sulfadiazine [Abstract]. **Ann Pharmacother** 1999 Mar; 33(3): 379-80. [cited 2002 Jun 20]. Available from: **MEDLINE/99-012486.**

Example of a thesis abstract from a CD-ROM database

Title of thesis [Abstract]. [(degree of thesis)...in...(subject)...]. Place of publication: Institute/university; year of publication. [cited date]. Available from: **the name of CD-ROM database/** number of abstract.

Development and psychometric evaluation of the ethical issues scale (EIS) for HIV/AIDS patient care in Thailand [Abstract]. [Ph.D. Thesis in Nursing]. Boston: Boston College; 1997. [cited 1999 Mar 12]. Available from: **DAO/B97-1745223**

7) Online materials

- Insert information after title respectively as follows;
...Title [online]. Year of publication [cited date]. Available from: URL.
If the article is from an e-journal, insert [serial online] after the

name of the journal as follows;

...Facing a global AIDS crisis. **Washington Post** [serial online] 1999 Aug [cited 1999 Aug 27]. Available from: <http://www.Washingtonpost.com/wp-srv/Wplate>.

...**Getting ready for the new millennium: What are the Thai government's actions toward the year 2000?** [online]1999 [cited 1999 Aug 20]. Available from: <http://www.nectec.or.th/it-projects/>

2.2 Format of references and examples**2.2.1 Books****1) One author, first edition**

Author. Title of the book. Place of publication: Publisher; year of publication
--

Lane NE. **AIDS allergy and rheumatology.** Totowa (NJ): Humana Press; 1997.

Kuyyakanond T. **AIDS among rural Isan women.** Khon Kaen: Department of Microbiology, Faculty of Medicine, Khon Kaen University; 1993.

2) One author, second edition or later

Author. **Title of the book.** Edition. Place of publication: Publisher; year of publication.

Levy JA. **HIV and the pathogenesis of AIDS.** 2nd ed. Washington, D.C.: ASM Press; 1998.

Pratt RJ. **AIDS: a strategy for nursing care.** 3rd ed. London: Arnold; 1991.

3) Two authors

First author, Second author. **Title of the book.** Edition. Place of publication: Publisher; year of publication.

Green J, McCreaner A. **Counseling in HIV infection and AIDS.** 2nd ed. Cambridg (MA): Blackwell Science; 1996.

Nevid JS, Gotfried F. **201 things you should know about AIDS and other sexually transmitted diseases.** Boston: Allyn and Bacon; 1993.

4) More than three authors but not more than six

First author, Second author, Third author,.... **Title of the book.** Edition. Place of publication: Publisher; year of publication.

Zumla A, Johnson M, Miller R. **AIDS and respiratory medicine.** London: Chapman & Hall; 1997.

Vorakitphokatorn S, Cash RA, Chosa T, Sakurai Y. **AIDS risk among tourists: a study of Japanese female tourists in Thailand.** Bangkok: Institute for Population and Social Research, Mahidol University; 1995.

5) More than six authors

First author, Second author, Third author,.....Sixth author. **Title of the book.** Edition. Place of publication: Publisher; year of publication.

Piot P, Kapita BM, Ngugi EN, Mann JM, Colebunders R, Wabitsch R, et al. **AIDS in Africa: a manual for physicians.** Geneva: World Health Organization; 1992.

6) Author is the editor or compiler

Editor name. **Title of the book.** Edition. Place of publication: Publisher; year of publication.

Wormser GP, editor. **AIDS and other manifestations of HIV infection.** 3rd ed. Philadelphia: Lippincott-Raven Publishers; 1998.

Merigan Jr. TC, Bartlett JG, Bologuesi D, editors. **Textbook of AIDS medicine.** 2nd ed. Baltimore: Williams & Wilkins; 1999.

Fahey JL, Flemming DS, compilers. **AIDS/HIV reference guide for medical professionals.** 4th ed. Baltimore: Williams & Wilkins; 1997.

7) Author is a business

Business name. **Title of the book.** Edition. Place of publication: Publisher; Year of publication.

Ministry of Public Health. **Guidelines for the clinical management of HIV infection in children/adults.** 5th ed. Nonthaburi: The Ministry; 1997.

World Health Organization. **Biosafety guidelines for diagnostic and research laboratories working with HIV.** Geneva: WHO; 1996.

8) No author

Title of the book. Edition. Place of publication: Publisher; year of publication.

Aids and the third world. Philadelphia: New Society Publishing; 1989.

9) No place of publication, publisher, or year of publication

Author. **Title of the book.** Edition. [n.p.]: publishing; publish date.
 Author. **Title of the book.** Edition. Publish place: [n.p.]; publish date.
 Author. **Title of the book.** Edition. Publish place: publishing; [n.d].
 Author. **Title of the book.** Edition. [n.p.: n.p.]; publish date.
 Author. **Title of the book.** Edition. [n.p.: n.p.: n.d.].

Viravaidya M. **Economic and social HIV/AIDS prevention strategies for northern Thai women: operations research.** [n.p.]; 1994.

Pramualratana A. **HIV/AIDS in Thailand: UNAIDS position paper.** [n.p.]: Joint United Nations Programme on HIV/AIDS; 1998.

10) Translation

Author. **Title of the book.** Translated by Translator. Edition. Place of publication: Publisher; year of publication.

Trotot PM. **Imaging of AIDS.** Translated by Champe GG. Philadelphia: Decker; 1991.

11) Research or technical report

Author. **Title of the book.** Volume. Edition. Place of publication: Publisher; year of publication.

Nash G, Said JW, editors. **Pathology of AIDS and HIV infection.** Major problems in pathology, v.26. Philadelphia: Saunders; 1992.

Boonchalaksi W, Guest P. **AIDS and children: prospects for the year 2000.** IPSR publication series, no. 168. Nakornpathom: Institute for Population and Social Research; 1993.

12) Conference proceedings

Editor. **Title of conference proceedings.** Title of conference; conference date; location of conference. Place of publication: Publisher; year of publication.

Gross PF, Penny R, editors. **AIDS in Asia: meeting the challenge through training, education and prevention.** Proceeding of the International Symposium on AIDS in Asia; 1992 Mar 8; Bangkok, Thailand. Sydney: Institute of Health Economics and Technology Assessment; 1992.

Kimura J, Shibasaki H, editors. **Recent advances in clinical neurophysiology.** Proceedings of the 10th International Congress of EMG and Clinical Neurophysiology; 1995 Oct 15-19; Kyoto, Japan. Amsterdam: Elsevier; 1996.

2.2.2 Article (proceedings, several authors)

Author of the article. Title. In: Editor. **Title of the book.** Place of publication: Publisher; year of publication. Page number.

Ward JW, Drotman DP. Epidemiology of HIV and AIDS. In: Wormser GP, editor. **AIDS and other manifestations of HIV infection.** 3rd ed. Philadelphia: Lippincott-Raven Publishers; 1998. p. 1-16.

Phillips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, editors. **Hypertension: pathophysiology, diagnosis, and management**. 2nd ed. New York: Raven Press; 1995. p. 465-78.

2.2.3 Conference papers

1) Conference paper- Published, has both title of the conference proceedings and title of the conference

Author. Title of article/paper. In: *editor*. **Title of the Conference Proceedings**. Title of the conference; conference date; conference location. Place of publication: publisher; year of publication. Page number.

Bengtsson S, Solheim BG. Enforcement of data protection, privacy and security in medical informatics. In: Lun KC, Degoulet P, Piemme TE, Rienhoff O, editors. **MEDINFO 92**. Proceedings of the 7th World Congress on Medical Informatics; 1992 Sep 6-10; Geneva, Switzerland. Amsterdam: North-Holland; 1992. p. 1561-5.

William KH. Robust designs through design to six sigma manufacturability. In: Kennett RS, Zacks S, editors. **Object-oriented programming systems**. Proceedings of the OOPSLA'96; 1996 Jan 14-16; San Jose, Calif. New York: Machinery; 1996. p. 241-6.

2) Conference paper- Published, contains title of the conference proceedings but not title of the conference

Author. Title of article/paper. In: *editor*. **Title of the Conference Proceedings**; conference date; conference location. Place of publication: publisher; year of publication. Page number.

Fuller LF. Total quality manufacturing at the Rochester Institute of Technology Integrated Circuit Factory. In: Harry JM, editor. **IEEE/SEMI Advanced Semiconductor Manufacturing Conference**; 1991 September 27-October 1; Detroit, Mich. New York: IEEE; 1991. p. 65-9.

Baker T, Dekkers M, Heery R, Patel M, Salokhe G. What terms does your metadata use? Application profiles as machine-understandable narratives. In; Keizo O, Hironobu G, editor. **DC-2001 Proceedings of the international conference on Dublin Core and metadata applications**. Tokyo: National Institute of Informatics, 2001. p.160-176.

3) Conference paper- Unpublished

Author. **Title of the conference paper.** Paper presented at. . .; conference date; conference location.

Sagunnasil W. **Community and coastal marine resource management in southern Thailand.** Paper presented at the Conference on Community and Resource Management; 1998 Mar 19-20; Bangkok, Thailand. [in Thai].

Yamamoto T. **Fishery regulation adopted for coastal and off shore fisheries in Japan.** Paper presented at the Symposium on the Exploitation and Management of Marine Fishery Resources in Southeast Asia; 1987 Sep 14-16; Darwin, Australia.

Chen YN, Chen SJ, Lin SC. **A Metadata life cycle model for digital libraries: methodology and application for an evidence-based approach to library research.** Paper presented at World library and information congress: 69 IFLA General Conference and Council; 2003 Aug 1-9; Berlin, Germany.

2.2.4 Article in a Journal

Author. Title of article. **Title of journal** year of publication; Volume(Issue): page number.

London L. AIDS control and the workplace: the role of occupational health services in South Africa. **Int J Health Serv** 1998; 28(3): 575-91.

Leelarasamee A. AIDS control: who is missing. **J Infect Dis Antimicrob Agents** 1996 Sep-Dec; 13(3): 123-5.

Gaidano G, Capello D, Gloghini A, Pastore C, Migliazza A, Quattrone S, et al. BCL-6 in AIDS-related lymphomas: pathogenetic and histogenetic implications. **Leuk Lymphoma** 1998 Sep; 31(1-2): 39-46.

Bhende AA, Jenkins C. Sexual culture and the risk environment of HIV/AIDS. **AIDS** 1998; 12 Suppl B: 551-8.

AIDS and HIV-1 infection in the United Kingdom: monthly report. **Commun Dis Rep CDR Wkly** 1998 Oct 23; 8(43): 385-8.

Woods DL. Confronting AIDS – a plea for a national dried milk formula. **S Afr Med J** 1998: 948-9.

Leshner AI. Molecular mechanism of cocaine addiction. **N Engl J Med.** In press.

Bowen, J. FRBR coming soon to your library? **Library Resources & Technical Services** 2005; 49(3): 175-188.

Tennant, R. A bibliographic metadata infrastructure for the twenty-first century. **Library Hi Tech** 2004; 22(2): 175-181.

2.2.5 Letter/Editorial in Journal

Author. Title [type]. **Title of journal** year of publication; Volume(Issue): page number.

Graziano FM, Katschinski DM, Robins HI. Hyperthermia and AIDS: a critical review [Letter]. **Int J Hyperthermia** 1998 Jul-Aug; 14(4): 417-9.
 Ernouf D, Boussa N. Serum benzodiazepine research by the immuno-enzymatic method in emergency toxicology: test interpretation aids [Editorial]. **Ann Biol Clin Paris** 1998 Jan-Feb; 56(1): 65-71.

2.2.6 Article in newspaper

Author. Title of article. **Title of newspaper** year of publication. Volume(Issue): page number.

Lee G. Hospitalizations tied to ozone pollution: study estimates 50,000 admissions annually. **The Washington Post** 1996; 164; 282-4.
 No drug appears to sharply cut risk of death from heart failure. **The Washington Post** 1993 July 15; A12.

2.2.7 Article in encyclopedia

Author. Title of article. In: Editor. **Title of encyclopedia**. Edition. Place of publication: publisher; year of publication. Volume; Page number.

Levy JA. Viruses. In: Fishbein J, editor. **Fishbein's Illustrated Medical and Health Encyclopedia**. International Unified ed. Westport (CT): HS Stuttman; 1981. Vol.22; p. 358-67.
 Allergies and hypersensitivities. In: Wagman RJ, editor. **The New Complete Medical and Health Encyclopedia**. Chicago: J.G. Ferguson Publishing; 1992. Vol. 3; p.771-81.

2.2.8 Thesis

Author. **Title of thesis** [(degree). . .Thesis in. . .(subject)...]. Place of publication: Institute/University; year of publication.

Wongchoo K. **The relationship between self-concept, basic personal and family factors with self-care behaviors of HIV and AIDS person** [Master Thesis in Family Nursing]. Khon Kaen: The Graduate School, Khon Kaen University; 1998. [in Thai].

Songathana P. **Kinship, Karma, comparison and care: domiciliary and community based care of AIDS patients in Southern Thailand** [Ph.D. Thesis in Nursing]. Queensland: University of Queensland; 1998.

Lan WC. **From document clues to descriptive metadata: Document characteristics used by graduate students in judging the usefulness of Web documents.** [PhD Dissertation in Information and Library Science]. North Carolina: University of North Carolina at Chapel Hill; 2002.

2.2.9 Paper- Unpublished (Pamphlet/Mimeograph)

Author. Title of paper [Pamphlet]. Place of publication: publisher; year of publication.

Author. Title of paper [Mimeographed]. Place of publication: publisher; year of publication.

Insert **Unpublished, Pamphlet, Brochure, Mimeographed, or Photocopied** in brackets [] after title of paper.

Lynn A. Living after AIDS threat of dying imposes stress [unpublished]. Chicago: University of Illinois; 1994.

Research and Training Center. Guidelines for research report writing [Brochure]. Bangkok: RTC; 1996.

2.2.10 Abstract

1) Thesis abstract from press release

Author. Title of thesis [Abstract]. [(degree). . Thesis in. . (subject)...]. Place of publication: Institute/University; year of publication. In: **Title of abstract press**; Year of publication. Page number.

Tuntrabundit K. Study of the Potential of Community Enterprises in the Northeast of Thailand [Abstract]. [Doctor of Philosophy Thesis in Management Science]. Khon Kaen: Khon Kaen University; 2007. In: **KKU Research Journal**; 2007. Page 508-506.

2) Abstract of an article in journal from CD-ROM database

Author. Title of article [Abstract]. **Title of journal** year of publication; volume(Issue): page number. [cited date]. Available from: **Name of CD-ROM database**/number of abstract.

Galassi G, Gentilini M, Ferrari S, Ficarra G, Zonari P, Mongiardo N, et al. Motor neuron disease and HIV-1 infection in a 30-year-old HIV-positive heroin abuser: a casual relationship [Abstract]. **Clin Neuropathol** 1998; 17(3): 131-5. [cited 2002 May 16] Available from: **MEDLINE**/99-647890.

Usher AD. After the forest: AIDS as ecological collapse in Thailand [Abstract]. **Development Dialogue** 1992; (1-2): 12-49. [cited 2002 May 16]. Available from: **ERIC/210875**.

3) Thesis abstract article from CD-ROM database

Author. **Title of thesis** [Abstract]. [(degree). . .Thesis in. . .(subject)].
Place of publication: Institute/University; year of publication. [cited date].
Available from: **Name of CD-ROM database**/number of abstract.

Chaowalit A. **Development and psychometric evaluation of the ethical issues scale (EIS) for HIV/AIDS patient care in Thailand** [Abstract]. [Ph.D. Thesis in Nursing]. Boston: Boston College; 1997. [cited 1999 Mar 12]. Available from: **DAO/B97-1745223**.

2.2.11 Referencing audiovisual aids/radio/television

Author. **Title** [Media type]. Place of publication: publisher; year of publication.

- Insert the name and function of the person who is responsible for the resource (such as producer, speaker, commentator, etc.) followed by a comma (,)
- If the title is an audiovisual aid, insert the type of media in [] after title such as [Slide], [Tape cassette], [Videocassette], or [Film], etc.
- If the title is from a radio or television broadcast, insert the name of the program and the name of the radio or television station after the title.

Harrison J, producer. **Changing our minds: the story of Evelyn Hooker** [Film]. New York: Changing Our Minds, Inc.; 1992.

Costa PT Jr., speaker. **Personality, continuity, and changes of adult life** [Tape cassette]. Washington, DC: American Psychological Association; 1988.

Alan WB, compiler. **Using the oscilloscope** [Slide]. London: The Slide Centre; 1984.

2.2.12 Referencing an Internet source

These guidelines are adapted from Vancouver Referencing, written by David Wells (2001). They explained how to reference from the internet, as follows;

- Student should cite directly from the web site where the references are located. Do not cite from a home page or menu page.
- To write the URL address; if there is not enough space, start the next line with a word immediately following a / (slash) or . (dot)
- If the reference from the internet has no author, insert the title or specific parts of the title followed by the year of publication.

- Insert [online] after the title, or, if the source is an e-journal, insert [serial online] after the title of the e-journal.

Example

- 1) **Article in an e-journals with a printed version** do not include retrieval date and URL

Author. Title. **Title of journal** [serial online] year of publication; volume(issue): page number.

Ozben T, Nacitarhan S, Tuncer N. Plasma and urine salic acid in non-insulin dependent Diabetes mellitus. **Ann Clin Biochem** [serial online] 1995; (Pt 3): 303-6.

Vakkari, P, Sormunen E. The Influence of Relevance Levels on the Effectiveness of Interactive Information Retrieval. **Journal of the American Society for Information Science and Technology** [serial online] 2004; 5(11), 963-969.

Tseng Y H, Lin C J, Lin Y I. Text mining techniques for patent analysis. **Information Processing & Management** [serial online] 2007; 43(5), 1216-1247.

- 2) **Article in an e-journal with no printed version**

Author. Title. **Title of journals** [serial online] year of publication [cited date]. Available from: URL

Henkel J. Attacking AIDS with a 'Cocktail' therapy. **FDA Cons Mag** [serial online] 1999 Jul-Aug [cited 1999 Sep 15]. Available from: URL: http://www.fda.gov/fdac/features/1999/499_aids.html.

Morse SS. Factors in the emergence of infectious diseases. **Emerg Infect Dis** [serial online] 1995 Jan-Mar [cited 1996 Jun 5]. Available from: <http://www.cdc.gov/ncidod/EID/eid.htm>

Mursu A, Luukkonen I, Korpela M. Activity Theory in information systems research and practice - theoretical underpinnings for an information systems development method. **Information Research** [serial online] 2007 April [cited 2007 July 5] Available from: <http://informationr.net/ir/12-3/paper311.html>.

Beall J. Metadata and data quality problems in digital library. **Journal of Digital Information** [serial online] 2005 Jun [cited 2005 Sep 5] Available from: <http://judi.tama.edu/articles/v06/i03/Beall>.

Mimno D, Crane G, Jones A. Hierarchical Catalog Records implementing a FRBR Catalog. **D-Lib Magazine** [serial online] 2005 October [cited 2006 March 15]. Available from: <http://dlib.anu.edu.au/dlib/october05/crane/10crane.html>.

3) Newspaper- on the internet

Author. **Title**. **Title of newspaper** [serial online] year of publication [cited date]. Available from: URL

- Hilts PJ. In forecasting their emotions, most people flunk out. **New York Times** [serial online] 1999 Feb 16 [cited 2000 Nov 21a]. Available from: <http://www.nytimes.com>
- Lyman PN. Facing a global AIDS crisis. **Washington Post** [serial online] 1999 Aug 11 [cited 1999 Aug 27]. Available from: URL: <http://www.washingtonpost.com/wp-srv/Wplate>.
- Ekachai, S. Hidden survivors. **Bankkok Post**. [serial online] 2007 July 05 [cited 2007 July 6] Available from: http://www.bangkokpost.com/050707_Outlook/05Jul2007_out01.php.

4) Information from an organization's web site

Author. **Title** [online] year of publication [cited date]. Available from: URL

- Koanantakool T. **Getting ready for the new Millennium: What are the Thai Government's actions toward the year 2000?** [online] 1999 [cited 1999 Aug 20]. Available from: <http://www.nectec.or.th/it-projects/>
- U.S. General Accounting Office. **Telemedicine: Federal strategy is needed to guide investments** [online] 1997 [cited 2000 Sep 15]. Available from: http://www.access.gpo.gov/su_docs/aces/aces160.shtml?/gao/index.html
- Brown, A. **Preserving the digital heritage: building a digital archive for UK government records**. [Online] 2003 [cited 2003 Aug 20] Available from: <http://www.nationalarchives.gov.uk/preservation/digitalarchive/pdf/brown.pdf>.
- Department of Culture Ministry of Tourism & Culture Government of India. **National mission for manuscripts: report of the first year February 2003-February 2004**. [Online] 2004 [cited 2005 Jun 10] Available from: http://namami.nic.in/nmm_final.pdf.

5) Information from a personal web site – no sources/organization

Author. **Title** [online] year of publication [cited date]. Available from: URL

- Gordon CH, Simmons P, Wynn G. **Plagiarism: what it is, and how to avoid it** [online] 2001 [cited 2001 Jul 24]. Available from: <http://www.zoology.ubc.ca/bpg/plagiarism.htm>
- Weisbrot M, Baker D, Kraev E, Chen J. **The scorecard on globalization 1980-2000: twenty years of diminished progress** [online] 2001 Jul 11 [cited 2002 Jul 23]. Available from: http://www.cepr.net/globalization/scorecard_on_globalization.htm

Bontas, E P. **Practical experiences in building Ontology-based retrieval systems.** [Online] 2005 [cited 2006 Jan 20] Available from: <http://userpage.fu-berlin.de/~paslaru/papers/swcase2005.pdf>.

6) Information from a web site- no author or contributor

Title [online] year of publication [cited date]. Available from: URL

Globalization [online] 1997 Feb 3 [cited 2002 Jul 23]. Available from:

<http://www.mirror.org/kurt.loeb/Globalization.html>

The Tree roots of OIL. [Online] 2000 Aug 04. [cited 2004 May 14] Available

from: <http://www.ontoknowledge.org/oil/TR/existingwork.html>

ABC A logical model for metadata interoperability. [Online] 1999 Oct 19

[cited 2005 Dec 9] Available from: http://www.ilrt.bris.ac.uk/discovery/harmony/docs/abc/abc_draft.html.

7) Information from a letter or message posted in a newsgroup or discussion group on the internet

Author. **Title from subject.** Name of group [online] date of letter [cited date]. Available from: e-mail address

Nicholson S. **Information technology & libraries.** JESSE [online] 2002 Jul 24 [cited 2002 Jul 25]. Available from: jesse@listserv.utk.edu

Winship I. **CD-ROM usage monitoring.** PACS-L [online] 2002 Jul 21

[cited 2002 Jul 25]. Available from: pacs-l@listserv.uh.edu

Yudkin M. **The marketing minute: truth is always in season.** E-commerce

Forum [online] 2001 Aug 12 [cited 2001 Jul 4]. Available from: <news://biz.ecommerce>

2.2.13 Referencing an interview

Contributor name. Interview topic [Interview]. function/agency/address; Interview date.

Tapparangsi K. AIDS situation in Thailand [Interview]. The Minister, Ministry of Public Health; 17 July 1999.

2.2.14 Citing a document that has been cited in other work

Write references lists according to each type of citations. The citation may begin with the previous document followed by cited in and the work that has been used as a reference. Alternately, begin with the document used as a reference followed by cited from and the previous work, for example;

Begin with the previous work

Pratt RJ. **AIDS: a strategy for nursing care**. 3rd ed. London: Arnold; 1991.
cited in Thanasilp S. **Nursing Care for HIV Infected**. 2nd ed. Songkla:
 Department of Medical Nursing, Faculty of Nursing, Prince of songkla
 University; 1995.

Begin with the document used as a reference

Thanasilp S. **Nursing Care for HIV Infected**. 2nd ed. Songkla: Department of
 Medical Nursing, Faculty of Nursing, Prince of songkla University;
 1995 cited from Pratt RJ. **AIDS: a strategy for nursing care**. 3rd ed.
 London: Arnold; 1991.

2.2.15 Citing Thai independent studies or theses written in English

Write the references list in English, designating [in Thai] after the
 lists, as shown;

Sagunnasil W. **Community and coastal marine resource management in
 southern Thailand**. Paper presented at the Conference on Community
 and Resource Management; 1998 Mar 19-20; Bangkok, Thailand. [in Thai].

2.3 How to arrange and organize References

2.3.1 Every reference lists\ed in the main text must be included in the
 rearward of the book in the **References** section

2.3.2 Organization of References

1) Arrange alphabetically according to the name of the author if
 choosing Name-year or Reference-order number style of citations. Follow these steps;

- Arrange the listing alphabetically. If there are both Thai and English documents, list the Thai first then the English.
- If listing two authors who have the same name, or two works by the same author, arrange according to the title. If an author also has co-authorship in a listed work, list the work or works involving co-authorship last. Use the author's full name only for the first listing. For subsequent references, underline continually 6-8 times ended by . (dot) or , (comma) as follows;

Sobel L.A. ***Corruption in business***. . .

Sobel L.A. ***Refugees***. . .

Sobel L.A., Fickes J. ***Welfare and the poor***. . .

Sobel L.A, Espein H.M., ***Summary of contemporary***. . .

Type as

Sobel L.A. ***Corruption in business***. . .

_____. ***Corruption in business***. . .

_____, Fickes J. ***Welfare and the poor***. . .

_____, Espein H.M., ***Summary of contemporary***. . .

Insert _____. Only for the first author

2) Arrangement of references should correspond to the order they are cited in the main text if choosing Cited-order number style, designate the number in front of each referenced document exactly the same as in the context.

2.3.3 Guideline for typing

1) Type any symbols after a statement without spacing. Use two spaces (type space bar 2 times) after a period, and use one space (type space bar 1 time) after a comma (,), colon (:), or semicolon (;) as follows;

√ Wasee P. **Analysis of.....**

√ New York: Wilson; 1998.

√ 2541; 10(3): 151-60.

√ Gaidano G, Capello D, Gloghini A. **AIDS infection in**

XWasee P . **Analysis of.....**

XNew York : Wilson ; 1998.

X2541 ; 10(3) : 151-60.

XGaidano G , Capello D, Gloghini A . **AIDS infection in**

2) If the text is more than one line long, when continuing on a new line, indent 4-8 spaces (type space bar 4-8 times) as shown;

Hodge HC. The safety of fluoride tablets or drops. In: Taves DR, Olsen TO, editors. **Continuing evaluation of the use of fluoride.** Washington, D.C.: American Association for the Advancement of Science; 1979. p. 253-70.

Indent equally

or if there is a list number, indent to the author's name as shown;

1. Hodge HC. The safety of fluoride tablets or drops. In: Taves DR, Olsen TO, editors. **Continuing evaluation of the use of fluoride.** Washington, D.C.: American Association for the Advancement of Science; 1979. p. 253-70.

Indent equally

3) Grammar and typing format should concerns supercede qualities of appearance. Do not cut the word or type incorrectly so that the right margin stays equally, as follows;

√ Hodge HC. The safety of fluoride tablets or drops. In: Taves DR, Olsen TO, editors. **Continuing evaluation of the use of fluoride.** Washington, D.C.: American Association for the Advancement of Science; 1979. p. 253-70.

X ทัดดาว ลออโรจน์วงศ์, สำอาง สืบสมาน , เมธ ปิยะคุณ, ภัทรฤดี ครอบชนม์, วิศิษฐ์ ลออโรจน์วงศ์ , เขวลักษณ์ ดวงเนตร, และคณะ. *ความคิดเห็นของสตรีภาคเหนือต่อการดูแลผู้ป่วยเอดส์และการอยู่ร่วมกันในสังคม.* เชียงใหม่: [ม.ป.พ.]; 2541.

X Hodge HC. The safety of fluoride tablets or drops. In : Taves DR , Olsen TO, editors. **Continuing evaluation of the use of fluoride.** Washington, D.C. : American Association for the Advancement of Science; 1979. p. 253- 70.

Example 1 Name-year style (in main text) and References (rearward of book)*

The Asiatic jackal or golden jackal (*Canis aureus* Linnaeus) is a widely distributed species often found from East Africa through the Middle East to South Asia. It feeds on several types of food and is found in a variety of habitats that include the savannah, woodlands (Moehlman, 1983; Fuller et al., 1989) and farmland (Pouche et al., 1987; Jaeger et al., 2001). It reportedly has been seen at elevations as high as 3,500 m above sea level (Admasu, 2004) and its distribution in a wide range of habitats indicates that it is capable of adapting to many different environmental conditions. Asiatic jackals in Thailand have been found in some of the country's protected forests such as Khao Nang wildlife research centre (Conforti, 1996; Simchareon, 1998) Thung Yai and Huai Kha Khaeng wildlife sanctuary in western Thailand (Robinson et al., 1995).

The cultural forests of Ban Lao Jan and Ban Nong Klang Khok are dry dipterocarp forests. The dominant plant species are *Dipterocarpus tuberculatus* Roxb., *Shorea obtusa* Wall. ex Blume, *S. siamensis* Miq., *Canarium subulatum* Guillaumin and *Buchanania lanzan* Spreng. (Wongpakam et al., Unpublished data). Local people use the cultural forests in many ways. The forests are often the source of non-timber products such as medicinal plants, vegetables and mushrooms. These cultural forests still maintain their diversity at relatively high levels.

There is no scientific report, to the best of our knowledge that discusses the Asiatic jackal in a non-protected area such as a cultural forest. This is the first report on the populations of Asiatic jackal in non-protected cultural forests in northeastern Thailand.

References

- Admasu, E., Thirgood, S.J., Bekele, A. and Laurenson, M.K. 2004. Spatial ecology of golden jackal in farmland in the Ethiopian Highlands. **African Journal Ecology** 42: 144-152.
- Conforti, K. 1996. **The status and distribution of small carnivores in Huai Kha Khaeng/Thung Yai Naresuan Wildlife Sanctuaries, West-Central Thailand**. M.Sc. Thesis. Minesota:University of Minesota.
- Fuller, T.K., Biknevicius, A.R., Kat, P.W., Valkenburgh, B. and Wayne, R.K. 1989. The ecology of tree sympatric jackal species in the Rift of Kenya. **African Journal Ecology** 27: 313-323.
- Jaeger, M.M., Sultana, P. and Haque, E. 2001. Golden jackals in intensively cultivated areas of Bagladesh: daring dacoits or rat control wallahs. In: **Abstracts of the Canid Biology and Conservation Conference**. Oxford: University of Oxford.
- Moehlman, P. 1983. Socioecology of silver-backed and golden jackal. In: **Recent advances in the study of mammalian behaviour**. J. Eisenber and D. Kleimen (Eds.), pp. 423-453. Kansas: American Society of Mammalogist, Lawrence.
- Pouche, R.M., Evans, S.J., Sultana, P., Haque, M.E., Sterner, R. and Siddique, M.A. 1987. Note on the Golden jackal, Bangladesh. **Mammalia** 51: 259-270.
- Robinson, M.F., Smith A.L. and Bumrungsri, S. 1995. Small mammals of Thung Yai and Huai Kha Khaeng Wildlife Sanctuary in Western Thailand. **Natural History Bulletin of the Siam Society** 43: 27-54.
- Simchareon, S. 1998. **Home range of and habitat use by male Asiatic jackal, *Canis aureus* at Khao Nang Wildlife Research Centre, Thailand**. Bangkok: Wildlife Research Division, Royal Forest Department.

**This example was selected and adapted from Komgrit Wongpakam. Status of *Canis aureus* Linaeus in Cultural Forest in Maha Sarakham Province, Thailand. The 10th Symposium on Graduate Research KKU. January, 2008.

**Example 2 Reference-order number style (in main text)
And References (rearward of book)***

The Asiatic jackal or golden jackal (*Canis aureus* Linnaeus) is a widely distributed species often found from East Africa through the Middle East to South Asia. It feeds on several types of food and is found in a variety of habitats that include the savannah, woodlands [3, 5] and farmland [4, 6]. It reportedly has been seen at elevations as high as 3,500 m above sea level [1] and its distribution in a wide range of habitats indicates that it is capable of adapting to many different environmental conditions. Asiatic jackals in Thailand have been found in some of the country's protected forests such as Khao Nang wildlife research centre [2,8] Thung Yai and Huai Kha Khaeng wildlife sanctuary in western Thailand [7].

The cultural forests of Ban Lao Jan and Ban Nong Klang Khok are dry dipterocarp forests. The dominant plant species are *Dipterocarpus tuberculatus* Roxb., *Shorea obtusa* Wall. ex Blume, *S. siamensis* Miq., *Canarium subulatum* Guillaumin and *Buchanania lanzan* Spreng. (Wongpakam et al., Unpublished data). Local people use the cultural forests in many ways. The forests are often the source of non-timber products such as medicinal plants, vegetables and mushrooms. These cultural forests still maintain their diversity at relatively high levels.

There is no scientific report, to the best of our knowledge that discusses the Asiatic jackal in a non-protected area such as a cultural forest. This is the first report on the populations of Asiatic jackal in non-protected cultural forests in northeastern Thailand.

References

1. Admasu, E., Thirgood, S.J., Bekele, A. and Laurenson, M.K. 2004. Spatial ecology of golden jackal in farmland in the Ethiopian Highlands. **African Journal Ecology** 42: 144-152.
2. Conforti, K. 1996. **The status and distribution of small carnivores in Huai Kha Khaeng/ThungYai Naresuan Wildlife Sanctuaries, West-Central Thailand**. M.Sc. Thesis. Minesota:University of Minesota.
3. Fuller, T.K., Biknevicius, A.R., Kat, P.W., Valkenburgh, B. and Wayne, R.K. 1989. The ecology of tree sympatric jackal species in the Rift of Kenya. **African Journal Ecology** 27: 313-323.
4. Jaeger, M.M., Sultana, P. and Haque, E. 2001. Golden jackals in intensively cultivated areas of Bagladesh: daring dacoits or rat control wallahs. In: **Abstracts of the Canid Biology and Conservation Conference**. Oxford: University of Oxford.
5. Moehlman, P. 1983. Socioecology of silver-backed and golden jackal. In: **Recent advances in the study of mammalian behaviour**. J. Eisenber and D. Kleimen (Eds.), pp. 423-453. Kansas: American Society of Mammalogist, Lawrence.
6. Pouche, R.M., Evans, S.J., Sultana, P., Haque, M.E., Sterner, R. and Siddique, M.A. 1987. Note on the Golden jackal, Bangladesh. **Mammalia** 51: 259-270.
7. Robinson, M.F., Smith A.L. and Bumrungsri, S. 1995. Small mammals of Thung Yai and Huai Kha Khaeng Wildlife Sanctuary in Western Thailand. **Natural History Bulletin of the Siam Society** 43: 27-54.
8. Simchareon, S. 1998. **Home range of and habitat use by male Asiatic jackal, *Canis aureus* at Khao Nang Wildlife Research Centre, Thailand**. Bangkok: Wildlife Research Division, Royal Forest Department.

*This example was selected and adapted from Komgrit Wongpakam. Status of *Canis aureus* Linnaeus in Cultural Forest in Maha Sarakham Province, Thailand. The 10th Symposium on Graduate Research KKU. January, 2008.

**Example 3 Cited-order number style (in main text)
and References (rearward of book)***

The Asiatic jackal or golden jackal (*Canis aureus* Linnaeus) is a widely distributed species often found from East Africa through the Middle East to South Asia. It feeds on several types of food and is found in a variety of habitats that include the savannah, woodlands [1, 2] and farmland [3, 4]. It reportedly has been seen at elevations as high as 3,500 m above sea level [5] and its distribution in a wide range of habitats indicates that it is capable of adapting to many different environmental conditions. Asiatic jackals in Thailand have been found in some of the country's protected forests such as Khao Nang wildlife research centre [6, 7] Thung Yai and Huai Kha Khaeng wildlife sanctuary in western Thailand [8].

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There is no scientific report, to the best of our knowledge that discusses the Asiatic jackal in a non-protected area such as a cultural forest. This is the first report on the populations of Asiatic jackal in non-protected cultural forests in northeastern Thailand.

References

1. Moehlman, P. 1983. Socioecology of silver-backed and golden jackal. In: **Recent advances in the study of mammalian behaviour**. J. Eisenber and D. Kleimen (Eds.), pp. 423-453. Kansas: American Society of Mammalogist, Lawrence.
2. Fuller, T.K., Biknevicius, A.R., Kat, P.W., Valkenburgh, B. and Wayne, R.K. 1989. The ecology of tree sympatric jackal species in the Rift of Kenya. **African Journal Ecology** 27: 313-323.
3. Pouche, R.M., Evans, S.J., Sultana, P., Haque, M.E., Sterner, R. and Siddique, M.A. 1987. Note on the Golden jackal, Bangladesh. **Mammalia** 51: 259-270.
4. Jaeger, M.M., Sultana, P. and Haque, E. 2001. Golden jackals in intensively cultivated areas of Bagladesh: daring dacoits or rat control wallahs. In: **Abstracts of the Canid Biology and Conservation Conference**. Oxford: University of Oxford.
5. Admasu, E., Thirgood, S.J., Bekele, A. and Laurensen, M.K. 2004. Spatial ecology of golden jackal in farmland in the Ethiopian Highlands. **African Journal Ecology** 42: 144-152.
6. Conforti, K. 1996. **The status and distribution of small carnivores in Huai Kha Khaeng/ThungYai Naresuan Wildlife Sanctuaries, West-Central Thailand**. M.Sc. Thesis. Minesota:University of Minesota.
7. Simchareon, S. 1998. **Home range of and habitat use by male Asiatic jackal, *Canis aureus* at Khao Nang Wildlife Research Centre, Thailand**. Bangkok: Wildlife Research Division, Royal Forest Department.
8. Robinson, M.F., Smith A.L. and Bumrungsri, S. 1995. Small mammals of Thung Yai and Huai Kha Khaeng Wildlife Sanctuary in Western Thailand. **Natural History Bulletin of the Siam Society** 43: 27-54.

*This example was selected and adapted from Komgrit Wongpakam. Status of *Canis aureus* Linaeus in Cultural Forest in Maha Sarakham Province, Thailand. The 10th Symposium on Graduate Research KKU. January, 2008.

Appendices

Appendix A
Example of Page Setup and Text Arrangement

Example of Fonts and Line Spacing

Use Times New Roman with 1.5 Line Spacing

Font size 12 point, Normal style

Font size 12 point, Bold style

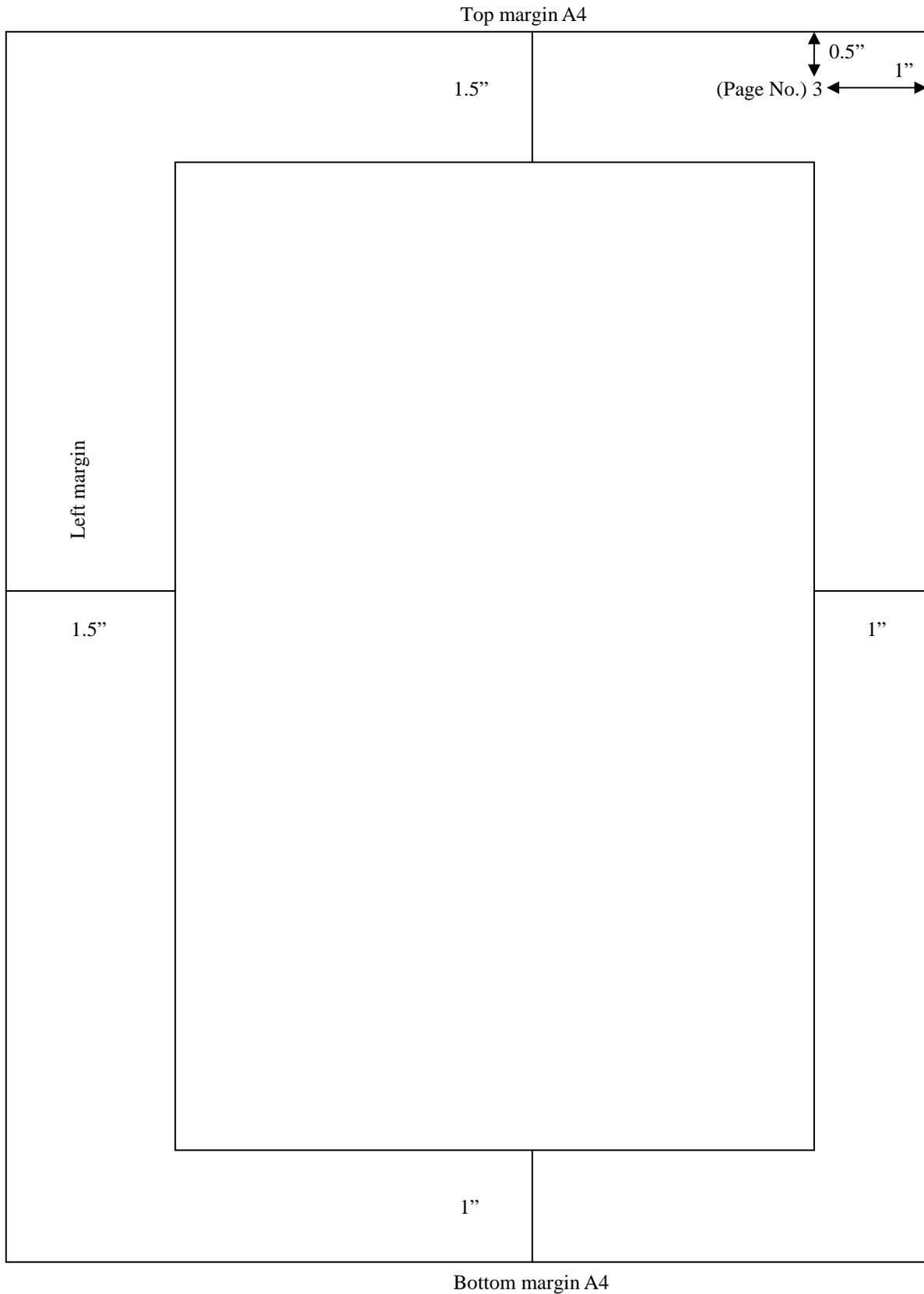
Font size 12 point, Italic style

Font size 14 point, Normal style

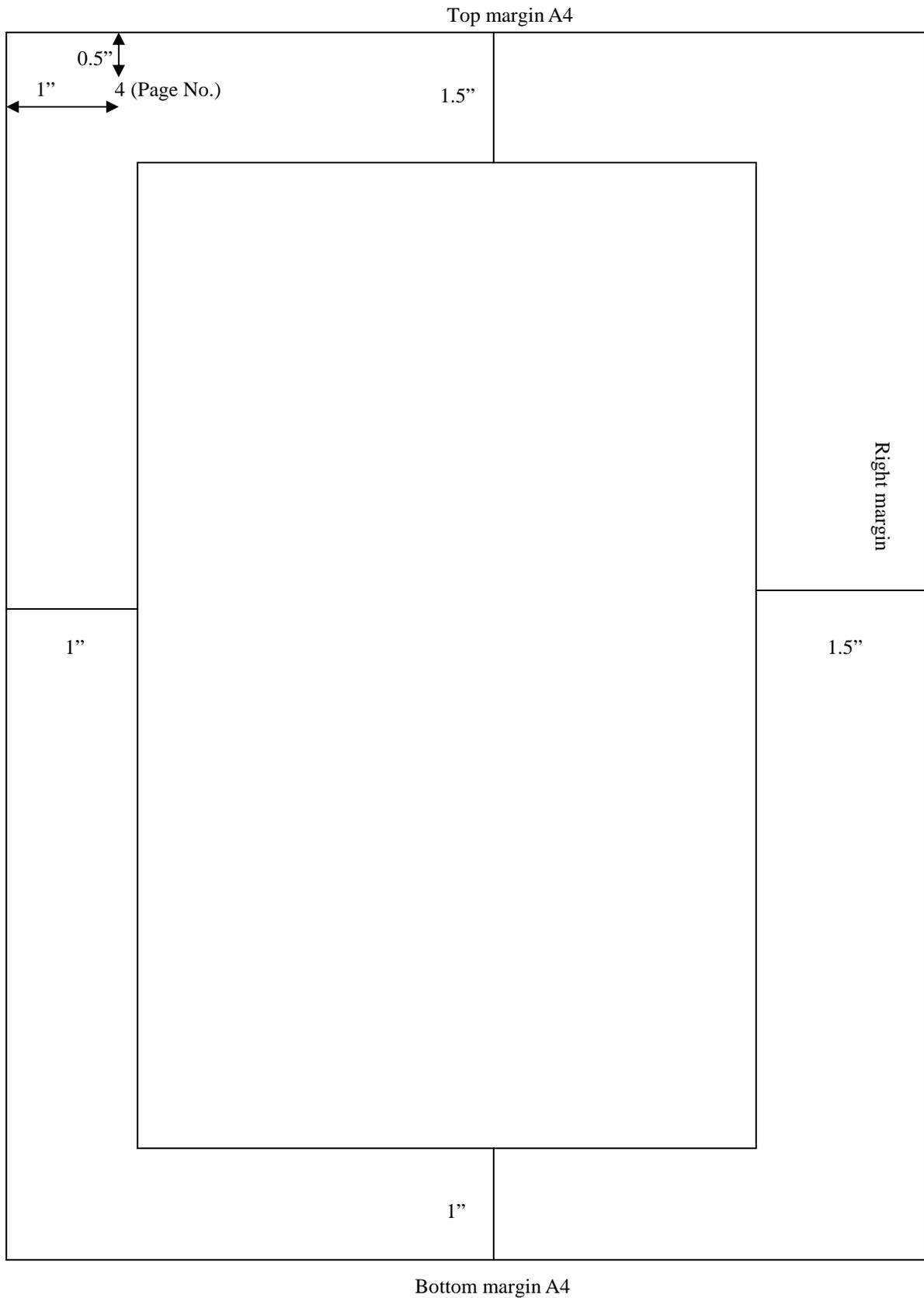
Font size 14 point, Bold style

Font size 14 point, Italic style

Example of Page Margin on Odd-Numbered Pages



Example of Page Margin on Even-Numbered Pages



**Example of Indentation and Division between Headings and Sub-Headings
(Example 1)**

Type 1

1. Heading

*****Indent.....
.....

*******1.1 Sub-Heading 1**

*****Indent.....
.....

1.1.1 Sub-Heading 2

1.1.2 Sub-Heading 2

1.1.2.1 Sub-Heading 3

(1) Sub-Heading 4

(2) Sub-Heading 4

1.1.2.2 Sub-Heading 3

1.1.3 Sub-Heading 2

1.2 Sub-Heading 1

2. Heading

2.1 Sub-Heading 1

2.2.1 Sub-Heading 2

2.1.1.1 Sub-Heading 3

2.2 Sub-Heading 1

2.3 Sub-Heading 1

3. Heading

Example of Indentation and Division between Headings and Sub-Headings (Example 2)

Type 2

1. Heading

*****Indent.....
.....

*****1.1 Sub-Heading 1

*****Indent.....
.....

1.1.3 Sub-Heading 2

1.1.4 Sub-Heading 2

1.1.4.1 Sub-Heading 3

a. Sub-Heading 4

b. Sub-Heading 4

1.1.4.2 Sub-Heading 3

1.1.3 Sub-Heading 2

1.2 Sub-Heading 1

2. Heading

2.1 Sub-Heading 1

2.2.1 Sub-Heading 2

2.1.1.1 Sub-Heading 3

2.2 Sub-Heading 1

2.3 Sub-Heading 1

3. Heading

**Example of Indentation and Division between Headings and Sub-Headings
(Example 3)**

Type 3

Heading 1 (No numbering)

*****Indent.....
.....

*******1.1 Sub-Heading 1**

*****Indent.....
.....

1.1.5 Sub-Heading 2

1.1.6 Sub-Heading 2

1.1.6.1 Sub-Heading 3

c. Sub-Heading 4

d. Sub-Heading 4

1.1.6.2 Sub-Heading 3

1.1.3 Sub-Heading 2

1.2 Sub-Heading 1

Heading 2

2.1 Sub-Heading 1

2.2.1 Sub-Heading 2

2.1.1.1 Sub-Heading 3

2.2 Sub-Heading 1

2.3 Sub-Heading 1

Heading 3

**Example of Chapter and Content Layout
(Example 1)**

1.5"

CHAPTER I

INTRODUCTION

Bold New Roman 14
point

1. Rationale and Background [Times New Roman 12 point bold]

Acquired immunodeficiency syndrome (AIDS) is an infectious disease caused by human immunodeficiency virus (HIV). Of the two major forms of HIV, infection with type 1 (HIV-1) is prevalent throughout the world and is characterized by a slow, progressive deterioration of the immune system that is almost uniformly fatal (fauci, 1988; Redfield et al, 1988). By contrast, . . .

[Times New Roman 12 point]

2. Objectives of the Study

2.1 To develop a nested polymerase chain reaction (nested PCR) method for detection of HIV-1 DNA in peripheral blood mononuclear cells.

2.2 To develop a rapid and sensitive competitive reverse transcription and polymerase chain reaction (cRT-PCR) method for quantitation of HIV-1 RNA in plasma.

3. Scope and Limitation of the Study

3.1 To design oligonucleotide primers specific for *gag* region.

3.2 To develop the method for detection of HIV-1 DNA by nested PCR.

3.3 To determine the sensitivity and specificity of the method.

3.4 . . .

4. Anticipated Outcomes

**Example of Chapter and Content Layout
(Example 2)**

**CHAPTER II
LITERATURE REVIEW**

1. History

The first cases of AIDS in humans were recognized in 1981 based on an unusual clustering of disease including Kaposi's sarcoma and *Pneumocystis carinii* pneumonia in young homosexual men (Gottlieb et al, 1981; Masur et al, 1981; Siegal et al, 1981). AIDS cases were . . .

2. Virology

2.1 Classification

Both HIV-1 and HIV-2 are RNA viruses that belong to the mononcogenic, cytopathic *lentivirus* genus of retroviruses. . .

2.2 Composition of Virus

2.2.1 Virion Morphology, Structure, Size and Genomic Organization

The HIV-1 virion size is approximately 100 to 150 nm in diamethre as measured by electron microscopy. Mature viral particles are . . .

2.2.2 Major Structural and Regulatory Proteins

The major core proteins of HIV which encoded by the *gag* gene are synthesized as a large, . . .

2.3 Biology

2.3.1 Replication of HIV

. . .

Example of Table

1.4 DNA Amplification by Polymerase Chain Reaction (PCR)

. . . In secondary PCR, 5 μ l of primary PCR products were added to new reaction tubes containing fresh PCR reagent with the corresponding inner primers. The samples were then subjected to 30 PCR cycles. The details of PCR cycles for each primer pair are presented in Table 2.

Table 2 The thermal cycling profiles of nested PCR.

Primer Pairs	Program	
GAGUP/GAGLO, SK380/SK390, And SK38/SK39	94 °C 3 min	1 cycle
	94 °C 30 s	30 cycles
	55 °C 30 s	
	72 °C 30 s	
	72 °C 7 min	1 cycle
SK462d/SK431r	50 °C 2 min	1 cycle
	95 °C 10 s	5 cycles
	55 °C 10 s	
	72 °C 10 s	
	90 °C 10 s	30 cycles
	60 °C 10 s	
72 °C 10 s		
	72 °C 7 min	1 cycle
BRT/3519	94 °C 3 min	1 cycle
	94 °C 30 s	30 cycles
	58 °C 30 s	
	72 °C 30 s	
	72 °C 7 min	1 cycle
2566/2873, JA9/JA12, And JA10/JA11	94 °C 3 min	1 cycle
	94 °C 30 s	30 cycles
	50 °C 30 s	
	72 °C 30 s	
	72 °C 7 min	1 cycle

Example of Figure

As mention above, Oxalate and CaOx-induced ROS formation and further cellular damages throughout the process of their chain reaction products as shown in Figure 2, and Figure 1. Moreover ceramide lipid by product affects intracellular pH, and may alter cellular function or trigger intrinsic apoptotic signals in an acidic state (Famulski et al., 1999). In addition, excessive crystal deposits may induce local injury and inflammation indicated by cytosolic enzymes such as alkali phosphatase (ALP), leucine aminopeptidase (LAP) and *N*-acetyl- β -glucosaminidase (NAG) (Khan et al., 1992). Further local tissue damages accelerate the vicious cycling process of tubular epithelium damage and crystal attachment (Khan, 2006; Scheid et al., 2000). Thus, the fixing particles augment the progression of renal stone disease.

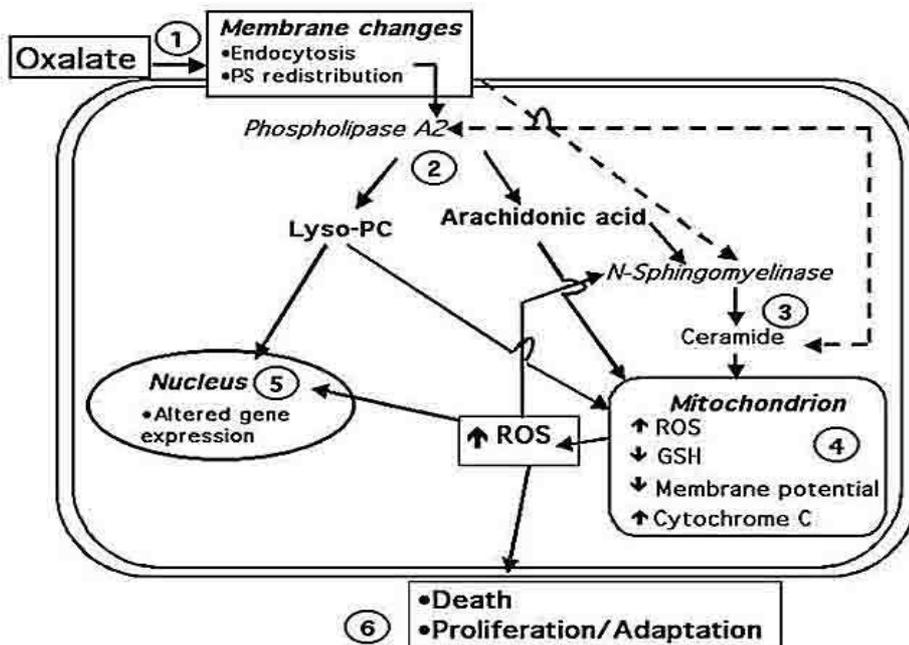
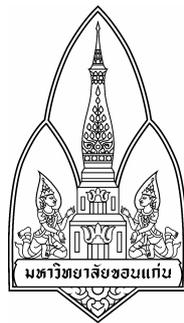


Figure 2 Oxalate induced mitochondrial oxidative stress from (1) passes through lipid signaling (2), (3), (4) (Scheid and Jonassen, 2004)

Appendix B
Example of Thesis Component

Example of Thesis Cover for Doctoral Degree



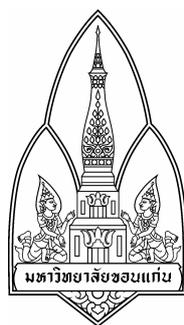
**A HOT WATER HEATER USING WASTE HEAT FROM
SMALL SPLIT-TYPE AIR CONDITIONER**

MR. PISIT TECHARUNGPAN

**A THESIS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY
KHON KAEN UNIVERSITY**

2007

Example of Thesis Cover for Master Degree



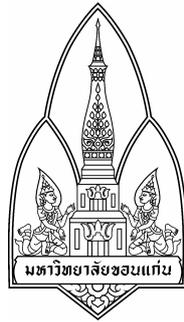
**USE OF SHED KING COBRA SKIN AS A HUMAN BARRIER
MEMBRANE: AN IN VITRO PERMEATION STUDY**

MR. SARAYUT RADAPONG

**A THESIS FOR THE DEGREE OF MASTER OF SCIENCE
KHON KAEN UNIVERSITY**

2007

Example of Thesis Cover for Master Degree



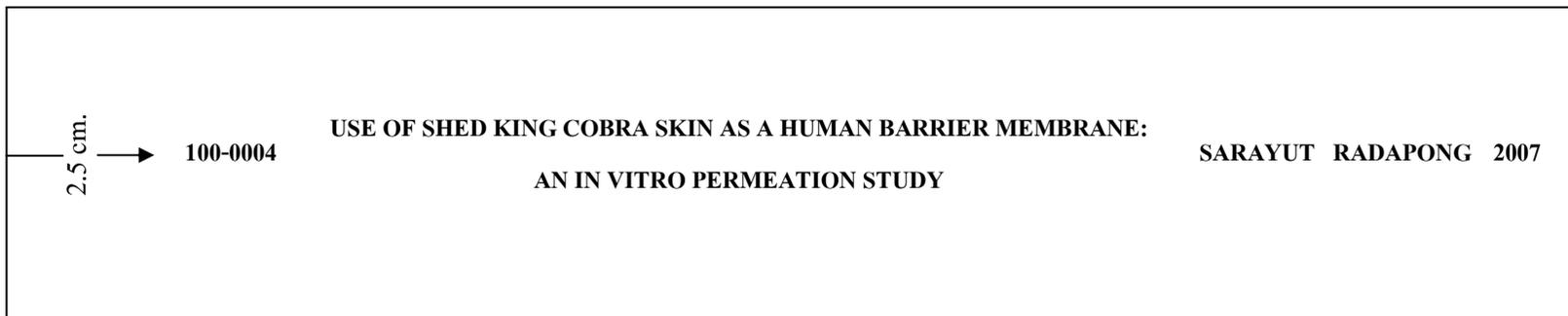
**AN ANALYTICAL STUDY OF PATRONAGE SYSTEM IN
THAILAND BY KANTIAN ETHICS**

MR. NATTANAN THANATPIPATKUL

**A THESIS FOR THE DEGREE OF MASTER OF ARTS
KHON KAEN UNIVERSITY**

2007

Example of Spine (English)



Example of Thesis Title Page for Doctoral Degree

**A HOT WATER HEATER USING WASTE HEAT FROM
SMALL SPLIT-TYPE AIR CONDITIONER**

MR. PISIT TECHARUNGPAISAN

**A THESIS SUBMITTED IN PARTIAL FULFILLMENT OF THE
REQUIREMENTS FOR THE DEGREE OF
DOCTOR OF PHILOSOPHY IN MECHANICAL ENGINEERING
GRADUATE SCHOOL KHON KAEN UNIVERSITY**

2007

Example of Thesis Title Page for Master Degree

**USE OF SHED KING COBRA SKIN AS A HUMAN BARRIER
MEMBRANE: AN IN VITRO PERMEATION STUDY**

MR. SARAYUT RADAPONG

**A THESIS SUBMITTED IN PARTIAL FULFILLMENT OF THE
REQUIREMENTS FOR THE DEGREE OF MASTER OF SCIENCE
IN PHARMACEUTICAL CHEMISTRY AND NATURAL PRODUCTS
GRADUATE SCHOOL KHON KAEN UNIVERSITY**

2007

Example of Thesis Title Page for Master Degree

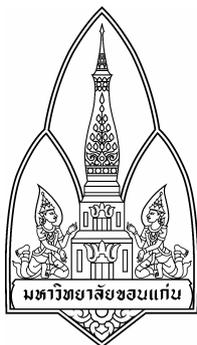
**AN ANALYTICAL STUDY OF PATRONAGE SYSTEM
IN THAILAND BY KANTIAN ETHICS**

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REQUIREMENTS FOR THE DEGREE OF
MASTER OF ARTS IN PHILOSOPHY
GRADUATE SCHOOL KHON KAEN UNIVERSITY**

2007

Example of Thesis Certification for Doctoral Degree
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THESIS APPROVAL
KHON KAEN UNIVERSITY
FOR
DOCTOR OF PHILOSOPHY
IN MECHANICAL ENGINEERING

Thesis Title: A Hot Water Heater Using Waste Heat from Small Split-type Air Conditioner

Author: Mr. Pisit Techarungpaisan

Thesis Examination Committee

Assoc. Prof. Dr. Norkun Sitthiphong	Chairperson
Assoc. Prof. Dr. Somnuk Theerakulpisut	Member
Assoc. Prof. Dr. Sommai Priprem	Member
Asst. Prof. Dr. Chatchai Benjapiyaporn	Member

Thesis Advisors:

..... Advisor

(Assoc. Prof. Dr. Somnuk Theerakulpisut)

..... Co-Advisor

(Assoc. Prof. Dr. Sommai Priprem)

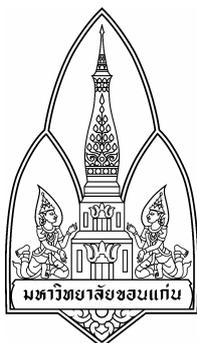
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Dean, Graduate School

Dean, Faculty of Engineering

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Example of Thesis Certification for Master Degree
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THESIS APPROVAL
KHON KAEN UNIVERSITY
FOR
MASTER OF SCIENCE
IN MEDICAL BIOCHEMISTRY

Thesis Title: Study of Renal Cell Damage by Oxidative Stress in Potassium Deficiency Rats

Author: Mrs. Nusara Suwannachot

Thesis Examination Committee	Dr. Visith Thongboonkerd	Chairperson
	Assoc. Prof. Dr. Patcharee Boonsiri	Member
	Prof. Pote Sriboonlue	Member
	Assoc. Prof. Dr. Veerapol Kukongviriyapan	Member
	Assoc. Prof. Dr. Vitoon Prasongwattana	Member
	Prof. Piyaratana Tosukhowong	Member

Thesis Advisors:

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 (Prof. Pote Sriboonlue)

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 Dean, Graduate School

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 (Prof. Dr. Wiroon Laupattarakasem)
 Dean, Faculty of Medicine

Example of Abstract for Doctoral Degree
--

Pisit Techarungpaisan. 2007. **A Hot Water Heater Using Waste Heat from Small Split-Type Air Conditioner**. Doctor of Philosophy Thesis in Mechanical Engineering, Graduate School, Khon Kaen University.

Thesis Advisors: Assoc. Prof. Dr. Somnuk Theerakulpisut,
Assoc. Prof. Dr. Sommai Preeprem

ABSTRACT

Thailand largely depends on imported energy, therefore, energy conservation has become one of most important issues for the country. Using waste heat from condensing units of split-type air conditioners is one of the possible ways to use saved energy to produce hot water. At present, split-type air conditioners with water heaters have been practically applied in small hotels, however, their performance and system design for application in Thailand have not been fully investigated, especially when both cooling and heating effects are desirable.

The objective of this research was to investigate the performance of split-type air conditioners incorporated with water heaters. In this study, mathematical modeling and experimentation have been carried out. Mathematical models were built based on the fundamental principles of heat transfer, thermodynamics, fluid mechanics, and manufacturer's data. The mathematical model was coded into a computer program for simulation. The experimental system composed of 12,000 Btu/hr split-type air conditioner and 102 liters of water heater tank capacity. The simulation program was verified by experiments with five different system configurations. There were more than one hundred experimental runs which indicated that the program is highly accurate. Then the effect of seven important parameters; location of water tank, length of heating coil, diameter of heating coil, water heater tank capacity, area of condenser, condensing fan operating condition, and water withdrawal rate on the system performance were studied. Finally, suitable water heating with air conditioner systems for use in Thailand were suggested. The economic analysis for this system was also determined. The program can be further modified for use with the different capacities of split-type air conditioners.

Example of Abstract for Master Degree
--

Sarayut Radapong. 2007. **Use of Shed King Cobra Skin as a Human Barrier Membrane: An in vitro Permeation Study.** Master of Sciences Thesis in Pharmaceutical Chemistry and Natural Products, Graduate School, Khon Kaen University.

Thesis Advisors: Assoc.Prof. Dr. Aroonsri Priprem, Assoc. Prof. Dr. Theera Rittirod, Asst. Prof. Dr. Padungkwan Chitropas

ABSTRACT

Scales of shed skin of adult king cobras (*Ophiophagus hannah*) (SS) 5-20 (n=9) years and human epidermis (HE) 33-70 years (n=20) were compared as barrier membranes in this *in vitro* permeation study of 10 known substances and an unknown mixture of compounds from *Phyllanthus amarus* extract. Each substance was subjected to 6 replicates of at least 3 different sheets of specimens from SS or HE. The comparison was performed by following Fick's first law and using side-by-side diffusion cells. Donor solution was saturated with each substance at pH 5.6 and receptor solution was buffer at pH 7.4 controlled temperatures at 32 °C and constantly stirred at 600 rpm. The experiment was performed by maintaining sink condition. It was found that permeability of the 10 known substances generally depended on partition coefficients and the orders of permeability were the same between SS and HE. The permeabilities of butylparaben, propylparaben and methylparaben through SS and HE were found to have a ratio of 5:4:1 and 7:3:1, respectively. The permeabilities of ibuprofen, sodium diclofenac and paracetamol with different degree of ionization were 39:29:1 (SS) and 199:81:1 (HE), respectively. The permeabilities of methyl salicylate, salicylic acid and sodium salicylate were found at a ratio 932:8:1 through SS and 13016: 264: 1 through HE, respectively. The permeability of phenol through HE was about twice that of SS. Overall analysis of the 10 known substances was performed using Fick's first law and Pott and Guy's equation, these substances, with a range of molecular weights from 152-318 g/mole and partition coefficients of 1.87-2.9 showed good correlation between SS and HE with linear regression ($r^2 > 0.890$). Multi regression showed that the influence of partition coefficient was substantial. The permeabilities of these substances through HE was 1.9 times higher than those through SS. The mixture of permeants, studied by using *P.amarus* extract showed that there were certain permeants through the SS and HE in similar pattern. It was found that a certain substance permeated through SS better than HE. It leads to conclude that SS could be used as an alternative barrier membrane to the human epidermis for known substances. Further studies are needed to understand the mixed permeation.

Example of Abstract for Master Degree
--

Nattanan Thanatpipatkul. 2006. **An Analytical Study of Patronage System in Thailand by Kantian Ethics**. Master of Art Thesis in Philosophy, Graduated school, Khon Kaen University.

Thesis Advisor: Assoc. Prof. Dr. Prayong Sanburan

ABSTRACT

Patronage has been involved in Thai's society and way of life for Thai people since an ancient times. Therefore, the researcher has applied Kant's moral philosophy for analyzing and assessing Patronage in Thai society in order to gain knowledge from Kan's point of view when applied to a system of Patronage

The purpose of this research is to study Patronage system in Thai society and to analyze Kan's moral philosophy as a tool to finally solve a problem of patronage system in our society.

This research is qualitatively-based, and as such refers to several books written by foreign and Thai scholars as well as unwritten sources of information. Furthermore, information has been obtained from cassette tape of various Thai society patrons.

From this research, it revealed that Patronage system which has been influenced in Thai society such as, destroy the law or, the criterion of the social, destroy humanity worth, destroy the equality, build influence system, be born corrupting, and destroy the unity, for many decades causes so many problems and obstacles for development of our country due to Patronage would consider whether to do or not to do by mainly their self interests rather than interests of society as a whole. Analysis of patronage by applying Kant's moral philosophy theory revealed that Kant would disagreed with the current system of Patronage. He encouraged people in society to conduct their duties originating from good intentions without considering the consequences of that action. Also, this research suggests that adaptation of this philosophy for everyone in our society would eliminate all problems and negative outcomes as well as eliminate Patronage from the country.

Example of Dedication Page

**The Present Thesis is Greatly Dedicated
to my Parents and the Entire Teaching Staff**

Example of Acknowledgement

ACKNOWLEDGEMENTS

I would like to express my deepest and sincere gratitude to my advisor, Associate Professor Dr. Somnuk Theerakulpisut for his kindness in providing an opportunity to be his advisee. I am also appreciative for his valuable supervision, suggestions, encouragement, support, guidance and criticism throughout the course of my study.

I would like to express my greatest appreciation and sincere gratitude to my co-advisor, Associate Professor Dr. Sommai Priprem for his valuable advice, kindness, useful comments and suggestions. Sincere thanks and appreciation are also due to my graduate committee, Associate Professor Dr. Norkun Sitthiphong, Assistant Professor Dr. Chatchai Benjapiyaporn, and my qualify examination committee, Assistant Professor Dr. Denpong Soodphakdee for their helpful suggestions. I am also grateful to Assistant Professor Dr. Julaporn Benjapiyaporn for her advice on the choice of the computer language used in this project. Appreciation is also expressed to Assistant Professor Dr. Kulachate Pianthong and Assistant Professor Dr. Umpaisak Teeboonma, Mechanical Engineering Department, Faculty of Engineering, Ubon Ratchathani University for their advice on experimental set-up and data analysis. My special additional thanks are also to Mr. Choochai Ngamchauchit for his advice on the original hot water heater with air conditioner system.

This study was supported by the Energy Policy and Planning Office, Thailand, the Energy Management and Conservation Office, Khon Kaen University, Thailand, the Graduate School Khon Kaen University, Thailand and Ubon Ratchathani University, Thailand.

Finally, I would like to express my sincere gratitude and appreciation to my dear parents, Mr. Poolsawat and Mrs. Laddawan who gave me a chance to study and have strongly supported me. I deeply thank my brother and sisters, especially Mr. Pichai, who took care of my family. I also thank my wife, Mrs. Pongpun who worked hard during my absence from home.

Pisit Techarungpaisan

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Example of List of Symbols and Abbreviations

LIST OF ABBREVIATIONS

γ -GGT	gamma-glutamyltranspeptidase
$\mu\text{g/mL}$	microgram per milliliter
$\mu\text{g/mL}$	microgram per milliliter
μL	micro liter (s)
ANOVA	Analysis of variance
BHT	Butylated hydroxytoluene
$^{\circ}\text{C}$	degrees Celcius
Ca	calcium
CaOx	calcium oxalate
cm	centimeter (s)
DI water	deionized water
dl	deciliter
DW	distilled water
DTNB	5,5'-dithiobis-(2-nitrobenzoic acid)
Fe^{2+}	ferrous ion
Fe^{3+}	ferric ion
g/day	gram per day
GAG	glucosaminoglycan
GPx	Glutathione peroxidase
GSH	reduce glutathione
GSSG	oxidized glutathione
H_2O_2	Hydrogenperoxide

....

Example of References

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APPENDICES

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APPENDIX A
Reagents for Preparation of Metacercariae

Example of Research Publications

RESEARCH PUBLICATIONS

1. **Saijuntha W**, Sithithaworn P, Wongkham S, Laha T, Pipitgool V, Petney TN, Chilton NB, Andrews RH. Enzyme markers to identify and characterize *Opisthorchis viverrini* in Thailand and Lao PDR. *Southeast Asian J Trop Med Public Health* 2006; 37 Suppl 3: 43-7.
2. **Saijuntha W**, Sithithaworn P, Wongkham S, Laha T, Pipitgool V, Petney TN, Andrews RH. Genetic markers for the identification and characterization of *Opisthorchis viverrini*, a medically important food borne trematode in Southeast Asia. *Acta Trop* 2006; 100: 246-51.
3. **Saijuntha W**, Sithithaworn P, Wongkham S, Laha T, Pipitgool V, Tesana S, Chilton NB, Petney TN, Andrews RH. Evidence of a species complex within the food-borne trematode *Opisthorchis viverrini* and possible co-evolution with their first intermediate hosts. *Int J Parasitol* 2007; 37: 695-703.

Example of Vitae

VITAE

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Place of Birth Ubon Ratchathani Province, Thailand.

Address: 1001, Moo 2, Warin-Sisaket Road, Nonphung, Warinchamrab,
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1998-1999 Master Degree of Engineering (Energy Technology)
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Thesis : “A study of temperature and flow distribution in a
natural circulation solar water heater system”

1986-1989 Bachelor Degree of Mechanical Engineering.
(Second Class honor)
Khon Kaen University, Khon Kaen, Thailand.

Project : “Rice Husk Gasifier”

Career Assistant Professor
Department of Mechanical Engineering, Faculty of
Engineering, Ubon Ratchatani University, Thailand

Appendix C
Things to know about Thesis writing

Researcher's Ethics

National Research Council of Thailand

Researcher's Ethics was developed by the National Research Council Administrative Committee at the conference on April 8, 1998 to provide a means to guide the work of Thai researchers as follows:

Researcher means a person who systematically investigates a question with the objective of answering question through application of methodology which has been widely accepted in the given field. The methodology of the researcher would therefore refer to both ideas and concepts, as well as the methods used for data collection and analysis.

Ethics means a value of appropriate behaviors governing the morality of a person in a given profession, codified according to set principles with the intent to maintain and raise the reputation of the fields.

Concerns of Research Ethics apply to research methodology, given that the process of research involves both living and non-living things. Therefore, if the researchers are careless, the research may eventually cause undue harm. Research is a truly important activity that serves the country's development, especially development in quality of life. Successful research depends on the expertise of and morality of the researcher. Poor research, as defined herein, will be damaging to both the academic field and the country if it is widely disseminated.

For the aforementioned, the National Research Council has set the Researcher's Ethics as a standard for researchers with 9 articles, as follows:

1. Researcher must exhibit academic honesty

Researcher shall be honest with himself. The researcher shall not claim the contributions made by others as the researcher's. Authorship credit shall be attributed to all research sources, including keep himself justified when seeking for research funding and when involving with benefits.

2. Researcher must clarified his/her obligation limited by the institution he/she undertakes for or the institution that support his/her research

Researcher shall follow obligation and agreement accepted by the institute on which he/she relies, fully devote himself to provide a best research within time limited, and shall not abnegate his/her work in between the process.

3. Researcher must exhibit expertise in the given research field

Researcher must exhibit expertise, professional skill, and experience in the field, so as to attain good quality of research and avoid mistakes in analysis which may damage the outcome of the work.

4. Researcher must assume responsibility for the research subjects; both living and non-living

Researcher should be particularly sensitive when performing research involving human, animals, plants, cultures, natural resources, and environment; including consideration to protect cultures, natural resources, and the environment.

5. Researcher must respect the rights of all human research subjects

Researcher shall fully explain the research purpose to all subjects without invasion of privacy or coercion, and place concern for academic benefit after concern for potential disrespect of humanity.

6. Researcher shall exercise integrity in every steps of research

Researcher shall conduct research impartially without regard for personal or academic matters. The researcher shall acknowledge that subject bias will cause distortion in data and academic growth, and may therefore imperil the research aim.

7. Researcher must apply the research in a positive way

Researcher shall distribute and research results for social and academic benefit, avoiding over-promotion or immoral application.

8. Researcher must accept academic criticism from others

Researcher should be open-minded and be willing to share the research methodology and results with the academic community, including acceptance of academic criticism from others as it applies constructively to guide future research.

9. Researcher must be responsible to society

Researcher must be willing to devote his/her intellect to this research for academic advancement and ultimately for the benefit of humanity.

Appendix D
Thesis Announcement Regulations and Forms



Graduate School Announcement 31/2006
On Regulations affecting Thesis and Independent Study
(Second Revision)

To ensure that the Thesis and Independent Study proceed correctly, attain high quality, and beneficial to government affairs; in accordance with the Regulations of Khon Kaen University on Graduate Education Level, A.D. 2005 Section 8 Thesis and Independent Study. Adhere to Article 10 of the Criteria of Khon Kaen University On Graduate School Management and the agreement of the Committee Board of Graduate School Meeting at the 4/2006 on April 18, 2006 has therefore declared the *Graduate School Announcement 72/2005* and *Graduate School Announcement 94/2005 Clause 9.5* shall be superceded by following clause:

“9.5 Students are to take the complete thesis or independent study with signature of the dean to be bound in hard cover according to Graduate School’s format. Students are to submit the 4 bound copies and 1 unbound thesis including 1 CD-ROM standardized to Article 10 to the Graduate School within 30 days after the date of certification by the dean. Once having registered for thesis or independent study, the proposal approved by the thesis or independent study advisor and co-advisor must be submitted to the dean for approval within the time limit set by each department. This announcement applies to graduate students who submit a complete thesis from June1, 2006 onward”

Announced on April 21, 2006

(Signed) Sommai Priprem
(Assoc. Prof. Sommai Priprem)
Dean of Graduate School

Note: The Instructional Resource Centre requests 3 copies of the thesis; 1 original, 1 bound copy, and 1 unbound copy for scanning. No need to include CD



Graduate School Announcement 72/2005
On Regulations affecting Thesis and Independent Study

To ensure that the Thesis and Independent Study proceeds correctly, attain high quality, and are beneficial to government affairs; in accordance with the Regulations of Khon Kaen University on Graduate Education Level, A.D. 2005 Section 8 Thesis and Independent Study. Adhere to Article 10 of the Criteria of Khon Kaen University On Graduate School Management and the agreement of Committee Board of Graduate School Meeting at the 8/2006 on August 1, 2005 has therefore issued the Announcement On Regulations affecting Thesis and Independent Study as follows:

Article 1 This announcement shall be called “Graduate School Announcement (article 72 /2005) on Regulations affecting Thesis and Independent Study”

Article 2 This announcement shall be effective on the date following the official announcement.

Article 3 The Graduate School Announcement (article 58/2001) on the Regulation of Thesis and Independent Study shall be superceded by this announcement.

Article 4 Registration for thesis and independent study

4.1 Students can register for thesis or independent study course after the thesis/independent study advisor has been appointed, with requirement set by the program.

4.2 The credits registered for must follow the guideline of the thesis/independent study advisor and co-advisor, or follow the regulations of a particular program.

Article 5 Request for an approval for thesis or independent study proposal

5.1 After registering for the thesis/independent study course, students have to present the proposal with approval from thesis/independent study advisor and co-advisor, and submit it to the dean for approval within the time limit set by the related program. For Master degree students, the process must be completed within 1 academic year after the date of enrollment, and within 2 years for Doctoral degree students.

5.2 Students studying for doctoral degree must pass the qualifying examination to be allowed to present the thesis proposal.

5.3 The proposal requested for an approval must be submitted with 6 copies with format specified by Graduate School.

Article 6 Evaluation of the Progress of Thesis and of Independent Study

6.1 The thesis or independent study advisor is responsible for evaluating the progress of thesis or independent study of the students every semester in which they are registered for a thesis or independent study course, and must report the results of this evaluation to the Program Administrative Committee, Faculty, and the Bureau of Academic Administrative and Development.

6.2 Use S to refer to the result of the evaluation of Thesis or Independent Study that is satisfactory. A thesis or independent study advisor shall evaluate

student's progress, specify the amount of credit eligible for "S" in each semester not exceeding the credit registered. In case there is no progress, the "S" given in that semester will become a "0" (zero).

6.3 To achieve "S" from evaluation of the Progress of Thesis and an Independent Study, students are to present the draft of thesis or independent study to the Defense committee. The original manuscript of the thesis that must be published according to the program's conditions is considered as a part of the Thesis or Independent Study, and the amount of credits have to be set depending on each case.

6.4 If the student was evaluated, and the progress of the thesis or independent study earned "0" (zero), the Program Administrative Committee shall determined the cause. This may allow the student to change the title of the thesis or independent study, or change thesis or independent study advisor, or take other actions depending on the case. In addition, the Program Chair is to report both the cause and the result to the Dean of the faculty to reach a conclusion.

If the student achieves no progress and receives "0" for 2 consecutive semesters, the student's status shall be revoked.

Article 7 In case the students gain approval to change the title of thesis or independent study which may effect the main content of thesis or independent study, the credits evaluated as "S" of the previous title could be transferred to the new title, in the same amount as the previous, and considered as "S". This can be counted towards degree completion by meeting the dean's approval with agreement from the Program Administrative Committee. The faculty is to report to the Bureau of Academic Administrative and Development within 15 days, and also append these changes to the student's profile.

Article 8 Thesis and Independent Study Examination

8.1 A student who takes the thesis or independent study examination must satisfy the following qualifications:

8.1.1 The thesis or independent study proposal has been approved not less than 60 days

8.1.2 The progress of thesis or independent study has been evaluated, with symbol S as required by the program

8.2 Thesis or Independent Study Defense Examination

8.2.1 The thesis or independent study examination should be arranged within 45 days after the student completes the progress evaluation and completely obtains S for the total credits of thesis or independent study course of the program. In the last progress evaluation report, the Program Chair is to propose the appointment of defense committee to the dean of faculty, including defense date.

In case the student can not proceed with the defense within 45 days, the symbol S of the last progress will become invalid. The advisor, with approval from the Program Administrative Committee, should propose cancellation of the progress result to the faculty and the Bureau of Academic Administrative and Development.

8.2.2 Students are to submit copies of the unbound thesis or independent study to every member of the examination committee, and submit the request for examination to the faculty with approval from thesis or independent study advisor, and Head of Department or the Program Chair at least 20 days prior to the examination.

8.2.3 Students have to pay the examination fee as defined by the faculty.

8.3 The process of thesis and independent study defense examination shall be in line with the Regulation of Khon Kaen University on Graduate Educational Level A.D. 2005 Article 48.2 and 48.3

8.4 The evaluation of thesis and independent study follow the Regulations of Khon Kaen University on Graduate Educational Level A.D. 2005 Article 49, and Graduate School Announcement (article 71/2005) on The Evaluation of Thesis and Independent Study.

8.5 Report of Thesis and Independent Study Examination Result

8.5.1 If students pass with conditions, the chairperson shall notify the students the result of the examination in written form as it was reported; and report the same to the dean of the faculty within 3 working days after the examination. Students are to complete the revision and submit the thesis or independent study paper to the Graduate School within 45 days, along with the approval and signature of the examination committee. If students can not proceed within this time, the examination result is a Fail. The chairperson or authorized representative will report this result to the dean of the faculty, and the faculty is to report to the Bureau of Academic Administrative and Development and Graduate School within 15 working days.

8.5.2 In case students fail the examination, the examination committee has to report the reason in a letter to the dean of the faculty within 3 working days from the examination date, and the faculty is to report to the Bureau of Academic Administrative and Development and Graduate School within 15 working days.

8.5.3 If students are absent for any inappropriate reason from the examination, the examination result is a Fail. The examination committee is to report the result as specified in No. 8.5.2

8.6 The student who fails the first defense as in No. 8.5.2 is able to submit a request for the second examination within 15 days after the first examination, and must complete the examination within 60 days after the date of first examination.

The student who can not pass the examination as in No. 8.5.1 has to submit a request for the second examination within 15 days of the due date of revision, and must complete the examination within 60 days.

For both cases, students have to pay the examination or registration fee as defined by the faculty. If the students do not comply, the students' status is invalid.

Students who take the second examination are not liable to the regulations on The Status of the Student, that the student status would be revoked if they do not complete the examination within the maximum duration specified by the program.

Article 9 Thesis Submission

9.1 Students are to submit a complete thesis with approval from the thesis examination committee, along with a Form for Rectification as in No. 8.5.1 within 3 working days after the examination committee reports their approval to the Graduate School.

9.2 Graduate School checks the thesis format within 3 working days from the date submitted to Graduate School. Students are to complete all revisions and resubmit to the Graduate School within 7 days.

9.3 Students who can not proceed within the duration in No. 9.1 and 9.2 shall be fined a late fee at 100 Baht per day. In case students can not proceed within 45 days, the examination result becomes invalid. Students must resubmit a request for examination.

9.4 Graduate School will submit a Thesis Certification to the faculty within 1 day after students have submitted a complete revised thesis to the dean of Graduate School.

9.5 Students are to take the complete thesis with signature of the dean of Graduate School to be bound in hard cover according to Graduate School's format. Students shall submit 6 copies of hard cover, 2 copies of the Abstract both in Thai and English, and a CD-ROM to Graduate School within 30 days after the approval from the dean.

9.6 After the submission of thesis in No. 9.5, students are to report to the faculty within 1 working day.

Article 10 Thesis Format

10.1 Thesis format and publication should be in accordance with the Thesis Handbook of the Graduate School.

10.2 Thesis cover must be a hard cover.

10.2.1 Use Navy blue (dark blue) cover for Master Degree thesis.

10.2.2 Use black cover for Doctoral Degree thesis.

10.3 The spine of thesis should be laced permanently, and enclosed with a blank cover.

10.4 Logo and text on a cover, title page, and spine should be in accordance with Graduate School's format.

Article 11 Independent Study Submission

11.1 The format of an independent study may follow either the format of a thesis or the format assigned by the faculty.

11.2 Students are to submit an independent study report, along with a CD-ROM of Thai and English Abstract, which has been approved by the examination committee, to the faculty within 3 working days after approved by the examination committee.

11.3 The faculty is to submit a CD-ROM of Thai and English Abstract to the Instructional Resource Centre.

Article 12 Article 11 shall come into effect for students completing an independent study examination from November 1st, 2005 onward. For students taking the independent study examination before these regulations are to come into effect, the process will follow the Graduate School Announcement 58/2001 on Regulation of Thesis and Independent Study.

Article 13 The Dean of the Graduate School is responsible for this announcement.

Article 14 If there is any dispute regarding this announcement, the Dean of the Graduate School has final authority as regards arbitration and his/her decision is final.

Announced September 15, 2006

(Signed) Sommai Priprem
(Assoc. Prof. Sommai Priprem)
Dean of Graduate School



Graduate School Announcement 71/2005
On Thesis and Independent Study Defense Evaluation

To ensure that the Thesis and Independent Study Defense Evaluation proceeds correctly; in accordance with the Regulations of Khon Kaen University on Graduate Education Level, A.D. 2005 Article 48. Adhere to Article 10 of the Criteria of Khon Kaen University On Graduate School Management and the agreement of Committee Board of Graduate School Meeting at the 8/2005 on August 1, 2005 has therefore issued this announcement as follows:

Article 1 This announcement shall be called “Graduate School Announcement (article 71 /2005) on Thesis and Independent Study Defense Evaluation”

Article 2 This announcement is to come into effect on the date following the official announcement.

Article 3 The Regulations of Khon Kaen University on Graduate Education Level, A.D. 2005 (13/2001) shall be superceded by this announcement.

Article 4 The evaluation of thesis and independent study defense must be comprised of 2 parts:

- 4.1 An evaluation of thesis and independent study’s quality by means of reading.
- 4.2 An evaluation of student’s capabilities in an oral presentation.

In addition, a meeting to evaluate the contribution as to No. 4.1 and 4.2 must be held by the thesis/independent study examination committee.

Article 5 The methodology of an evaluation of thesis or independent’s quality by means of reading.

The thesis/independent study examination committee may adhere to following principles when evaluating the quality of thesis or independent study:

5.1 Significance of the research problem

- 5.1.1 The presentation of research problem and the justification of research, aiming to answer the research question
- 5.1.2 The relevance of research problem and present condition.
- 5.1.3 The relevance of research problem and field of study

5.2 Purpose of the research

- 5.2.1 The presentation of research purpose
- 5.2.2 The relevance between research purpose and research problem
- 5.2.3 The possibility to conduct the research according to the purpose

5.3 Literature Review

- 5.3.1 Literature Review covering concept, theory, and relevant research
- 5.3.2 An analysis and presentation of data from literature review
- 5.3.3 The connection between the literature and research topic

5.4 Research methodology

- 5.4.1 The appropriateness of research methodology
- 5.4.2 The appropriateness of research process, control of variables, and experimental design.

5.4.3 The appropriateness of research materials, research technique, population and sampling selection

5.4.4 The accuracy of research methodology referenced

5.4.5 The relevance between research methodology and research purpose

5.4.6 The rationality and reliability of data sources

5.5 Research results

5.5.1 The appropriateness of presentation process of research result

5.5.2 The presentation of research result and knowledge gained

5.5.3 The techniques of research presentation such as appropriate use of graph, tables, and figures

5.5.4 The relevance of research results and research methodology

5.6 Research analysis and discussion

5.6.1 The appropriateness of data analysis such as proper selection of statistical methods

5.6.2 The potential to integrate knowledge from relevant research and research result to answer the questions

5.6.3 The potential to synthesize new knowledge from research

evidence

5.7 Conclusions and recommendations

5.7.1 The potential to draw conclusion from the research result in relation to research purpose

5.7.2 The reasonability in recommendations concerning application of research

5.7.3 Knowledge acquired from the research

5.7.4 The reasonability in recommendations on relevant research

5.8 Quality of thesis/independent study writing

5.8.1 Quality of the abstract

5.8.2 The correctness of structure

5.8.3 The correctness of references

5.8.4 The correctness of grammar

5.9 Publication of research in an academic journal

(For Doctoral and Master Degree thesis)

Article 6 Method to evaluate student's defense in presentation and oral examination:

6.1 Presentation

6.1.1 The appropriateness of method of presentation

6.1.2 The appropriateness of the media of presentation

6.1.3 The content is logically presented in steps

6.1.4 The presentation of concepts is clear and coherent

6.1.5 The personality, expression, and confidence of the presenter

6.1.6 The relevance between the content presented and that written in thesis or independent study

6.1.7 The potential to make a conclusion

6.2 Answering questions

6.2.1 The potential to give reasons and cite supporting evidence

6.2.2 The potential to answer questions with reference to the data appearing in the research

6.2.3 The understanding of the research, and the understanding of relevance between research and knowledge of related field

Article 7 The methods in articles 5 and 6 in this announcement are set to support thesis/independent study committee evaluating the examination. The faculty, department, or program may apply them partially, or in combination with additional methods as appropriate, concerning the appropriation and relevance of the characteristic of thesis or independent study in the related field

Article 8 The scale of score and weight of the evaluation can be assigned by each program in accordance with approval of faculty

Article 9 Thesis and Independent Study Defense Evaluation must be recorded in written form. The record shall comprise list of necessary revisions according to the recommendations of the examination committee, and they shall inform the students; so that these revisions may be completed

Article 10 The Dean of Graduate School is authorized to responsible for this announcement.

Article 11 If any dispute arises regarding this announcement, the Dean of the Graduate School has final authority as regards arbitration and his/her decision is final.

Announced September 15, 2005

(Signed) Sommai Priprem
(Assoc. Prof. Sommai Priprem)
Dean of Graduate School



**Graduate School Announcement 66/2007
On Publication of Thesis for graduation**

To ensure that the publication of the thesis for graduation is accurately standardize academically; in accordance with the Regulations of Khon Kaen University on Graduate Education Level, A.D. 2005, applied to students who have enroll since the academic year 2005. Adhere to Article 10 of the Criteria of Khon Kaen University On Graduate School Management and the agreement of the Committee Board of Graduate School Meeting at the 6/2007 on September 4, 2007 has therefore issued the following announcement:

Article 1 This announcement shall be called “Graduate School Announcement (article 66 /2550) On Publication of Thesis for graduation”

Article 2 This announcement is to come into effect on the date following the official announcement.

Article 3 In this announcement:

“Article” refers to research article resulting from thesis study and must be a full paper, not an abstract.

“Student” refers to a graduate student of Khon Kaen University, enrolled in the study plan that includes a thesis course

Article 4 A student who intends to complete the degree must submit document of publication or a letter of acceptance for publication, and the full text of the research article enclosed with 1 copy of the complete thesis and 1 CD-ROM to Graduate School

Article 5 Principles concerning thesis publication:

5.1 The article which is requisite for graduation must include the name of the author, order as the first author.

5.2 The published article, or the article presented in the academic conference submitted for graduation, must be a part of thesis course or study plan but not a review article.

5.3 The components of the article must consist an introduction (background and significance), purpose, methodology, results and discussion, and references, or as specified by the particular journal.

5.4 The article which is a part of Doctoral Degree requirements must be published or accepted for publication in a journal or academic document which involves a Peer-Review process.

Article 6 The Dean of the Graduate School is responsible for this announcement.

Article 7 If any dispute arises from this announcement, the Dean of the Graduate School has final authority as regards arbitration and his/her decision is final.

Announced September 10, 2007

(Signed) Lampang Manmart
(Assoc. Prof. Lampang Manmart)
Dean of Graduate School