



SULEYMAN DEMIREL UNIVERSITY
ENGINEERING FACULTY
DEPARTMENT OF AUTOMOTIVE ENGINEERING

UNDERGRADUATE ASSIGNMENT
WRITING GUIDE

APRIL 2020

PREFACE

The purpose of the Undergraduate Graduation Paper Writing Guide is to introduce the rules that must be followed for the preparation of Undergraduate Graduation Project Documents in the Term Courses, which are registered in the Undergraduate Program of the Faculty of Engineering, Automotive Engineering Department of Süleyman Demirel University, and to ensure their compliance with the scientific presentation standards.

This guide, which is prepared as a Graduation Assignment to be prepared by 4th grade students enrolled in the Automotive Engineering Department of the Faculty of Engineering at Süleyman Demirel University, is designed to help our students with all their questions on this subject.

In accordance with the rules explained in the Undergraduate Graduation Paper Writing Guide, students whose exams are in the Homework format are required to follow the rules given.

Head of Automotive Engineering Department

1.1. OVERVIEW AND WRITING RULES

1.2. Paper Type and Duplication

The paper to be used in the writing of the graduation paper should be A4 standard (21x29.7cm) and first pulp paper. duplication; It should be by photocopy (reprint) or printer and the same color and standard should be maintained from the beginning to the end of the assignment. Only one side of the paper should be used in the printing process.

1.3. Spelling

Assignments should be written using a computer withdoc(docx) extension. The letter character to be used in the text should be either Times New Roman Tur and the letter size should be twelve.

(12) points. The maximum font size for the table content and explanations on the figure should be eleven (11) points.

1.4. Line Spacing

The spacings in the main text should be 1.5 full spacing, and in the writing of figures, tables, footnotes or references, 1 full spacing should be used.

1.5 full spacing should be left between main and subheadings and paragraphs. Each section should start on a new page.

1.5. Margins and Page Layout

In the writing, a margin of 4 (four) cm should be left on the left side of each page, 2.5 (two and a half) cm on the bottom and top edges, and 2.5 (two and a half) cm on the right side (Figure 2.1). No shape, text or line should exceed these limits, including titles. This framework will ensure that the loss that may occur after the binding of the assignment is eliminated and the appearance of the assignment will be better. All paragraphs in the main text of the Term Paper should be left-aligned and words at the end of the page should never be split. Section headings and subheadings should be left-aligned and no paragraph indentation should be left for paragraphs.

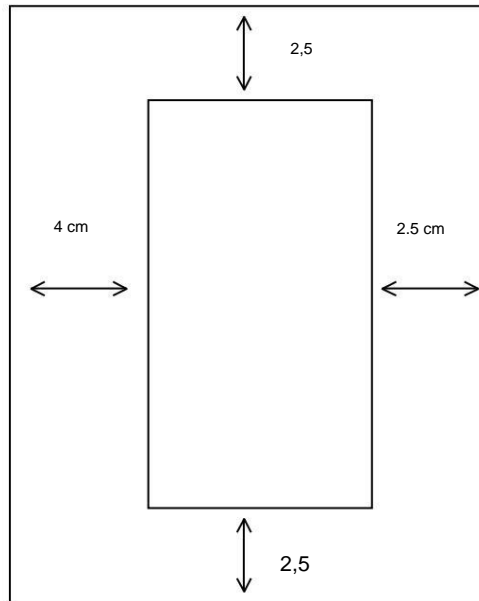


Figure 2.1. Page layout and borders based on A4 paper

1.6. Numbering of Pages

Page numbers should be at the bottom of the paper and centered. All page numbers will be in 8 points and bold characters. Roman numerals (i, ii, iii, iv, v, vi, ... etc.) should be used in the pages before the main text (summary, abstract, table of contents, figures and tables, symbols, etc.) in the main text Arabic numerals (1, 2,3, 4, ... etc.) should be used. The inner cover and approval pages will not be numbered, and numbering will start from the summary page (with iii). The numbering process should also be done on the figure and table pages, and should be done continuously and without skipping page numbers.

1.7. Section and Subsections

The chapters and subsections of the homework should be clearly stated and given without going into details. SECTION TITLES (first degree) should be written in 12 font size and in CAPITAL CAPITALS and each section should start on a new page. The first letter of each word should be capitalized and the others should be written in lower case. If conjunctions such as and or or are used in the specified titles, they should be written in lowercase letters. In third and fourth degree titles, only the letter of the first word of the title should be capitalized and all other words should be in lowercase. No more than fourth-degree subtitles should be used.

1.8. Binding

All finishing volumes should be made with heat binding, and the Süleyman Demirel University emblem should be used on the binding. The paper to be used for the binding cover must be a hard cardboard. The exact figure of the outer cover of the Final Assignment is given on the following page.



SULEYMAN DEMIREL UNIVERSITY
ENGINEERING FACULTY
DEPARTMENT OF AUTOMOTIVE ENGINEERING

GRADUATION ASSIGNMENT TITLE

NAME SURNAME / STUDENT NO

FINAL PROJECT

COUNSELOR

TITLE NAME SURNAME

ISPARTA-APRIL 2020

2. ASSIGNMENT CONTENT, SPECIAL PAGES AND MAIN TEXT

The homework should be written in easy to understand Turkish and in a language that complies with the spelling rules. A scientific style should be used in the writing of the thesis. Regardless of the discipline studied, each assignment consists of two main parts. These; It is the front pages and the main text of the assignment. The order of these sections in homework writing should be according to the example given below.

OUTER COVER

FRONT PAGES

1. INNER COVER 2. APPROVAL PAGE 3. SUMMARY 4. ABSTRACT 5. PREFACE OR Acknowledgments
6. INDEX 7. TABLES INDEX 8. FIGURES INDEX 9. PHOTO ETC MATERIALS INDEX (IF AVAILABLE)
10. INDEX OF ICONS AND ABBREVIATIONS

ASSIGNMENT MAIN TEXT

Assignment text is usually;

1. INTRODUCTION 2. MATERIALS AND METHOD 3. RESULTS AND DISCUSSION 4. CONCLUSIONS 5. REFERENCES 6. ANNEXES

7. CV

should be given as

2.1. Front Pages

2.1.1. Inner cover

The inner cover layout that should be is given exactly on the following page. The student number should be under the name. The expression given as the homework name should not contain mathematical and chemical formulas, symbols, exponential numbers, abbreviations and characters that do not comply with Latin letters.

2.1.2. Confirmation page

The approval page should be arranged as given in Annex-A.

2.1.3. Summary and Abstract

Abstract and in the abstract should be the purpose of the homework, the method applied, the theory and materials used, the results of the study and suggestions. The abstract should be as short, clear and concise as possible and should not exceed 300 words. No reference should be given in the abstract, and mathematical formulas should not be used unless it is necessary.

At least four-maximum six Keywords should be given after the abstract and abstract.

Abstract and Abstract Examples are given in Annex-B and Annex-C.

2.1.4. Thanks

Acknowledgments are written for individuals and organizations that directly or indirectly contribute to the homework. If the study was carried out within the scope of a project, the institution or organization supporting the project should be thanked by naming the project.

THANK YOU is written at the beginning of the page in 12 point bold and capital letters. Acknowledgment example is given in Annex-D.

2.1.5. Table of Contents

The table of contents should include all sections and subsections (including appendices, resume) specified in the assignment as they are written in the text, and the page numbers of the section or subsection should be written aligned on the right. A link should be provided between section and subsection titles, and page numbers (See APPENDIX-E).

2.1.6. Tables index

The title of TABLES INDEX should be placed on the first page of this index, justified to the left.

Each Table number and description given in the Tables Index must be exactly the same as in the text. An example of a table index is given in Appendix-F.

2.1.7. Directory of Shapes

The title of INDEX OF FIGURES should be placed on the first page of this series, justified to the left. Each Table number and explanation given in the Figures index must be exactly the same as in the text. An example of the index of figures is given in Appendix-G.

If there is an abbreviation index, it should be given after the Figures index. Example ANNEX-H. also example is given.

2.2. Main Text of Homework

The main text of the assignment should be divided into sections for the convenience of the reader.

Although each academic discipline has its own sections and subsections, certain rules are followed in the main text.

All chapters of the assignment must begin with the numbers 1,2,3... and Chapter titles must be in CAPITAL.

2.2.1. Discussion

If necessary, the data obtained as a result of the homework should be discussed with the data in the literature, and the place of the found data in the literature should be specified.

2.2.2. Results

In this section, the pure results obtained in homework studies should be given without comment and should be stated as briefly and clearly as possible.

3.2. Recent Pages

This section should include REFERENCES, APPENDIX (if any) and CV.

3.3. resources

Any source (article, book, paper, encyclopedia, website, etc.) referenced in the text must be given in the REFERENCES section. An example of giving references is shown in Annex-I. References in the text should be made as follows.

(The sources of three studies with multiple names, two names and one name, respectively, are cited in the text.)

Oruç (2007), Pamukoğlu and Kargy, (2008) and Kitiy et al., (2009) found the following findings in their studies.

The most important removal method of heavy metal ions is removal by adsorption (Oruç 2007; Pamukoğlu and Kargy, 2008; Kitiy et al., 2009).

GRADUATION ASSIGNMENT THESIS APPROVAL

Thesis titled "TITLE OF THE GRADUATION HOMEWORK" prepared by NAME SURNAME

The study was selected by the following jury, Süleyman Demirel University,

Graduation Thesis at the Automotive Engineering Department of the Faculty of Engineering
was adopted unanimously.

JURORS

President (Consultant) Prof. Dr. NAME SURNAME

.....

Member

prof. Dr. NAME SURNAME

.....

Member

prof. Dr. NAME SURNAME

.....

prof. Dr. İsmail Hakkı AKÇAY Head of
Department

Date/Signature

SUMMARY

TITLE OF THE GRADUATION ASSIGNMENT

Student's name and surname

TC Süleyman Demirel University Faculty
of Engineering

Automotive Engineering Department

Advisor: Prof. Dr. Ismail Hakki Akçay

April 2020, ... page

The most read sections of a thesis are the abstract, introduction and conclusion sections. People who want to learn only general information about the subject are mostly content to read these three chapters. For this, the subject of the thesis and the important results obtained should be written over and over again in the summary, introduction and conclusion sections.

The purpose of the summary is to give the reader a general idea of the topic. The subject should be introduced in the first paragraph of the abstract. In the other paragraphs, the scope and aims of the study should be explained step by step, the methods used should be briefly introduced and the main results should be given.

Since the abstract describes a finished work, it should be written in the past tense, the narration should be in a passive form such as 'done, completed'.

Keywords:

2020, 60 pages

SELF

DETERMINATION OF OCTAHEDRAL XY₆ FORCE CONSTANTS
MOLECULES ACCORDING TO GF MATRIX METHOD

Name surname

TC Süleyman Demirel University
Faculty of Engineering
Automotive Engineering Department

Advisor: Asst. prof. Dr. Ismail Hakki Akçay

April 2020, ... page

In this thesis, the force constants of the octahedral XY₆ molecules and the internal coordinates of the complex ions were calculated using the GF matrix method. Matrix solutions were performed by a computer program created according to the Newton-Raphson method and the results were listed in the tables.

For XF₆ molecules and XY₆ complex ions with the same central X atom, the force constants were found to decrease with increasing mass of the central X atom for the former or the ligand Y atom for the latter, respectively. These were attributed to the slowing of molecular motion with the increased molar mass of the molecule as a whole. In addition, from the calculations, it was seen that the force constant of f_{rr} decreases as the mass of the ligand Y atom increases for complex ions XY₆ with the same central X atom.

Therefore, it was concluded that the difference in the squares of the vibrational frequencies of these ions $\bar{\nu}_1$ and $\bar{\nu}_2$ decreased as the mass of the ligand Y atom increased, corresponding to the theoretical result.

Keywords: GF matrix method, force constants, XY₆ molecules, XY₆ complex ions.

2020, 60 pages

THANKS

It is an optional page. This page is important in the preparation of the thesis.

Thank you to the people and institutions that contributed. Name of the student who prepared the thesis, preface text, one line spacing and ending at the right edge of the text area.
written in letters.

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ABBREVIATIONS AND ICONS

AKM Suspended Solids

BOD5 Biochemical Oxygen Requirement for 5 days

DO Dissolved Oxygen

DPT State Planning Organization

ILO international Labor Organization

IS NECESSARY Chemical Oxygen Demand

N number of revolutions

ppm parts per million

TÇKM Total Dissolved Solids

TAKEN Total Organic Carbon

WHO World Health Organization

RESOURCES

Alpaut, O., 1980. Chemical Thermodynamics. SDU. Publications, A30, 558s. Sparta.

Bayarý, CS, Kurttaý, T., Tezcan, L., 1998. Environmental Isotopes and Three-Dimensional In-situ Density Measurements. Earth Sciences and Mining Congress, 2-6 November, Ankara, 104-106.

Benjamin, W., 1995. Passages. trans. Cemal, A. Yapý Kredi Publications, 52s. Istanbul.

Benton Foundation, 1998. Barriers to Closing the Gap. Losing Step by Step: Low-Income Communities in the Information Age. Access Date: 03.07.2001. [http://www.benton.org/Library/Low Income/two.html](http://www.benton.org/Library/Low%20Income/two.html)

RESUME

Places of education, training and internship of the people who prepared the thesis, if any, their previous experiences.

Project information should be given in chronological order.