

DEPARTMENT OF AGRICULTURAL, FOOD AND ENVIRONMENTAL SCIENCES

DEGREE COURSE: xxxxxxx x xxxxxxxxxx xxxxxxxxxx

DISSERTATION TITLE

SUBTITLE

TYPE OF DISSERTATION: (theoretical, empirical, research)

Student: Supervisor/Mentor:

NAME SURNAME PROF./ DR. NAME SURNAME

Assistant supervisor

PROF./DR. NAME SURNAME

ACADEMIC YEAR 0000-0000

Enter here any dedication.

This is an example of a paragraph to show the characteristics of the "Dedication" style.  
Use forced line break (SHIFT+ENTER; hidden sign: ↵ )  
to keep the lines together.

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ACRONYMS AND ABBREVIATIONS

ACRONYM 1 Write here any table of abbreviations and acronyms.  
ACRONYM 2 This is an example that shows the characteristics of the style "Abbreviations".  
ACRONYM 3 The word "ACRONYM" is formatted with the font style "Round acronym". See also the font style "Italic acronym": *ACRONYM*. Between the acronym and its explanation there is a tabulation space.

INTRODUCTION AND AIM OF THE THESIS

Write here the text about the introduction

CHAPTER 1

TITLE OF THE CHAPTER

IT’S AN EXAMPLE TO SHOW THE STYLE “TITLE 1”

Use the line break (SHIFT + ENTER; hidden sign: ↵)

to keep the lines together, in case of long titles.

Write here the text of the chapter. This is an example of a paragraph to show the characteristics of the body style of the text ("Normal").

* 1. subparagraph: this is an example of title to show the characteristics of the style “Title 2”

Enter here the text of the sub-chapter. This is an example of a quote in Harvard-Anglia style (Rossi, et al., 2018). To create a quote: (1) place the cursor at the point of the text where you want to enter the quote; (2) in the References > Style bar choose the Harvard-Anglia style; (3) switch to References > Enter Citation and choose the citation source. Alternatively choose Add New Source and fill in the source information.

«Enter here the text of the long quotation (at least 4-5 lines). This is an example of a paragraph showing the style characteristics of long quotations ("Quote").»

Write here the text of the sub-chapter

* + 1. *sub-sub paragraph Title: this is an example of title to show the style characteristics “Title 3”*

enter here the text of the seub-sub chapter

* + 1. 1.1.1.1 sub-sub-sub paragraph: this is an example title to show the style characteristics “Title 4”

Enter here the text

CHAPTER 2

CHAPTER TITLE:

SUBTITLE OF THE CHAPTER

2.1 Title of the subparagraph

Write here the text of the subparagraph

This is an example of a Table. To enter the caption: (1) click on the table; (2) Click References > Enter caption; (3) select the Table label, the position Above the selected item, and check Include chapter number in the Numbering options. The caption uses the "Caption" style. Edit the tables as shown (Times new Roman 10 pt; Spacing before and after 1 pt). Avoid vertical lines unless they are strictly necessary and functional to a better understanding of the data summarized in the table.

Table 2-1: Title of the Table

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Colonna 2** | **Colonna 3** | **Colonna 4** | **Colonna 5** |
| *Riga 1* |  |  |  |  |
| *Riga 2* |  |  |  |  |
| *Riga 3* |  |  |  |  |

### Title of the sub-sub chapter

Write here the text

Chapter 3

CHAPTER TITLE

SUBTITLE OF THE CHAPTER

3.1 title of the subparagraph

Enter here the text of the subparagraph

This is an example of Figure. To enter a figure choose Insert > Images. Use images of appropriate resolutions and sizes.  
To insert the caption: (1) click on the figure; (2) Click References > Insert caption; (3) select the Figure label, the position Below the selected item and tick Include chapter number in the Numbering options. The caption uses the "Caption" style.



Figure 3‑1: Example of caption

### 3.1.1. Title of the sub-sub chapter

Enter here the text

CONCLUSIONS

Write here the text of the conclusions

BIBLIOGRAPHY

Bianchi, G., Verdi, G. & Rossi, M., 2018. Titolo dell'articolo. *Journal Name,* 48(3), pp. 11-15.

Rossi, M., Bianchi, G. & Verdi, G., 2018. Titolo dell'articolo. *Journal Name,* pp. 10-15.

Verdi, G., 2017. Titolo del capitolo. In: R. Cristiano, a cura di *Titolo del libro.* Ancona: CasaEditrice, pp. 10-20.

**INSTRUCTIONS FOR USE OF THE MODEL**

Save two copies of this document, the first one to be kept as a model, the second one to be used for your curricular work.  
  
**Benchmarks in this document**  
**Document margins**: left 3 cm; right 3 cm; binding 0,5 cm; top 3 cm; bottom 3,5 cm  
**Page numbers**: bottom right (title page and dedication are not numbered)

**Main styles adopted**  
the complete collection of styles can be seen clicking on **Styles**  
  
***Paragraph styles (the text)*Normal**: to use for the body copy; Times New Roman font; 11 pt body; 1.5 line-spacing; 0.5 cm first line indentation; no spacing before and after; justified  
**Citation**: to use for long quotations (at least 4-5 lines); font as the text; body 11 pt; single line-spacing; no indentation on first line; left and right indentation 0,5 cm; spacing before 6 pt, after 12 pt; justified  
**Abbreviations:** to use for acronyms and abbreviations in the initial table; font as the body of the text; body 11 pt; line-spacing 1,5; indentation on first line 2 cm; spacing after 6 pt; justified; keep the lines together

***Paragraph styles (titles)***  
**Title 1**: to use for the titles of the main parts of the text (acronyms, introduction, chapters, conclusions, bibliography, index); font as the body of the text; body 16 pt; single line-spacing; no first line indentation; spacing after 96 pt; centered alignment; put page break before (so that the title correspondsto the beginning of a page)  
**Title 2**: to use for paragraph titles; font as text body; 12 pt body; bold; single line-spacing; first line protruding 0.5 cm; spacing before 24 pt, after 12 pt; Align left; keep with the next; keep the lines together

**Title 3**: to use for sub-paragraphs titles; font as text body; 12 pt body; italics; single line spacing; indentation on first line 0,5 cm; spacing before 12 pt, after 12 pt; align left; keep with the next; keep the lines together  
**Title 4**: to use for sub-subparagraphs titles; font as text body; body 12 pt; round; single line spacing; indentation on first line 0,5 cm; spacing before 12 pt, after 6 pt; alignment to the left; keep with the next; keep the lines together

NB: The titles of chapters, paragraphs and subparagraphs are automatically numbered in a structured manner (1, 1.1, 1.1.1). The chapters are numbered automatically as "Chapter 1", "Chapter 2", etc. In the table of acronyms, introduction, conclusions, bibliography, index numbering has been deleted  
  
**Font styles**  
**Emphasis (italics**): to use for *cursive script*  
**Emphasis (bold**): to use for **bold** word or words  
**Emphasis (uppercase**): to use for the word or words IN UPPERCASE  
**Italic acronym:** to use for italic acronyms such as. *CCL*  
**Round acronym**: to use for round acronyms such as. DH

NB: Font styles allow for greater text control and make it more stable. To remove a font style or an update applied to one or more words the keyboard control is: CTRL+space bar or CTRL+SHIFT+Z

**Bibliography**

The list of bibliographical references at the end of the document is generated with the control

**References > Bibliography > Enter bibliography**. You can update the list from the context menu item (right click). **Update the Field.**  
  
**List of tables**  
The list of tables is generated with the control **References > Enter index of figures**. In the dialog box select **Caption Label: Table**. You can update the list from the context menu item (right-click). **Update the field**

**List of figures**  
The list of figures is generated with the command **References > Enter Figure Index**. In the dialog box select Caption Label: Figure. You can update the list from the context menu item (right-click). **Update the Field**.  
  
**Contents**  
The table of contents is generated with the command **References > Table of Contents > Custom Table of Contents.** In the dialog box select **Formats: From Template**. You can update the list from the context menu item (right-click). **Update the Field**.  
REMEMBER TO DELETE "TABLE OF CONTENTS" FROM THE TABLE OF CONTENTS.