

Term Paper Guidelines

Chair in Experimental and Behavioral Economics
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1 Introduction

This document provides some minimal guidelines (and requirements) for writing a term paper. Issues related to contents, originality, contributions, organization, bibliographic information, and writing style are briefly covered. Your term paper should follow the guidelines presented on the following pages. You can deviate from it, but if you do so substantially, you should have a good reason.

2 Title page

The title page has to contain the following information:

- Author's name(s)
- Name
- Street
- Postal code, city
- Examination number / Prüfungsnummer
- Registration number / Matrikelnummer
- Major of studies
- Submission date
- Course / seminar: name
- Name of the supervisor

3 Page layout and format

- Font: Times New Roman
- Line spacing: 1.5
- Font size: 12pt
- Margins: min. 3 cm
- Printing: single-sided
- Footnotes: at the bottom of the same page, continuous footnote numbering (10pt)
- Page number: bottom of the page
- Please justify text on both sides and use automatic hyphenation
- Please check spelling and punctuation as well as the completeness of the paper before submitting!

4 Structure of the paper

The paper should be organized as follows:

- Title Page
- Table of Contents
- List of Abbreviations (if applicable)
- List of Tables / Figures (if applicable)
- Main Part
- Appendix (if applicable)
- References

5 Footnotes and citations

In scientific writing, it is of utmost importance that you cite all sources and make clear which thoughts are not formed independently and originate from previous works. Documentation as well as author's marginal notes that do not directly relate to the topic should be placed in footnotes at the bottom of the same page. All indications of the footnotes are to be marked in the text with superscript numbers. The footnotes should be separated from the main text with a hyphen.

5.1 Direct quotation

Example: Nash (1950a, p. 35)

Direct quotes should be used scarcely and should not be longer than two or three sentences. If necessary, longer quotes should be indented and written with single line spacing. However, you are strongly advised to reflect the meaning of longer quotes in your own words (indirect quotation). In principle you should cite an original source and only if it is not accessible you are allowed to cite a secondary source. In such a case, you should refer to the original source and this should be supplemented with “after” and the indication of the place the reader can find the quote in a secondary source. If you refer to several works of the same author(s) from the same year, works should be labeled with a, b, etc., e.g. Nash (1950a, p. 23). Literal quotes should be marked with quotation marks. A quote needs to be identical to the text in the original sources. Any changes and omissions should be marked.

- Omissions are to be marked with square brackets: “text [...] text”.
- Your additions within a quote are also to be marked with square brackets, e.g. “text [your comment, e.g. verb] text”.

5.2 Paraphrasing (indirect quotation)

Example: see Nash (1950a)

If you are referring to an idea from another work but NOT directly quoting the material, or making reference to an entire book, article or other work, you only have to make reference to the author and year of publication and not the page number in your in-text reference. When you summarize or paraphrase someone else’s information in several sentences or more, technically, citation rules (e.g.) demand that your reader knows what information you got from another author and where you start using it. Thus, a citation at the end of the paragraph is not sufficient and is considered plagiarism of this passage. To avoid this, introduce the source you are paraphrasing at the beginning of the paragraph and then refer back to the source to indicate that you are still using the same source.

6 Reference list

All sources cited in the text should appear in the reference list sorted in alphabetical order by the name of the first author. Please note the following standards of formatting the entries:

- Books: see Muthoo (1999)
- Journal articles: see Güth, Schmittberger und Schwarze (1982)
- Articles in collections: see Thomson (2002) (Collections do not need to be listed extra)

- Internet: complete address of the website and the access date.

Note: Doubtful sources, e.g. Wikipedia or tabloid press, are not citable.

References

Güth, W., Schmittberger, R. and Schwarze, B. (1982). An experimental analysis of ultimatum bargaining. *Journal of Economic Behavior & Organization*, 3 (4), 367- 388.

Muthoo, A. (1999). *Bargaining Theory with Applications*. Cambridge: Cambridge University Press.

Nash, J. F. (1950a). The bargaining problem. *Econometrica*, 18 (2), 155-162.

Nash, J. F. (1950b). *Non-cooperative games* (Unpublished dissertation). Princeton University.

Thomson, W. (2002). Cooperative models of bargaining. In R. J. Aumann und S. Hart (Ed.), *Handbook of game theory with economic applications* (Vol. 2, S. 1237-1283). Amsterdam: North-Holland.

7 Length of the paper and submission

The length of the term paper is announced by the instructor. If the length is given in pages, figures and tables do not count. In general, you should always send an electronic version of your paper to the instructor. If submission of a paper version to the chair office is also required, this will be explicitly announced by the instructor. The electronic version should be titled with your name and the title of the seminar paper.

8 Plagiarism / statutory declaration

In your paper, you should also include a statutory declaration against plagiarism.

Hiermit versichere ich an Eides statt, dass ich die vorliegende Arbeit selbstständig und ohne die Benutzung anderer als der angegebenen Hilfsmittel angefertigt habe. Alle Stellen, die wörtlich oder sinngemäß aus veröffentlichten und nicht veröffentlichten Schriften entnommen wurden, sind als solche kenntlich gemacht. Die Arbeit ist in gleicher oder ähnlicher Form oder auszugsweise im Rahmen einer anderen Prüfung noch nicht vorgelegt worden.

Translation: I hereby declare on my honor that this work, has been independently prepared, solely with the support of the listed literature and references,

and that no information has been presented that has not been officially acknowledged. This work has not been submitted in the same or similar form, or in part for any other assessment.

Please note that even if you write your paper in English, the declaration needs to be in German.