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Presentation of theses in *Transfer* - Information for graduates

Dear graduate

In the e-journal *Transfer*, theses in our subject area that have been assessed as "very good" and "good" are presented in brief (http://www.dgpuk.de/transfer).

In addition to the relevant communication science institutes, the target groups of *Transfer* are companies in the media and communication industry as well as publishers. The presentation of theses helps to ensure that student research at the department is recognized by a broad specialist audience. This should also strengthen the transfer between science and practice.

If your Master's thesis or dissertation was assessed as "good" or "very good" or your Bachelor's thesis as "very good", please proceed as follows:

1. You contact your supervisor and write an abstract (see below for instructions). If the supervisor accepts the abstract, contact Mario Eigl at the secretary's office.
2. Mr. Eigl is the contact person for *transfer* at the department; he assigns a six-digit authentication number to the authors of an abstract. You can use this number to enter a short abstract of your work (max. 1,500 characters!) and other data at http://www.dgpuk.de/transfer/upload.htm.
3. New issues are published on 01.03., 01.06., 01.09. and 01.12. of each year. The information should be entered at least one week before a new issue is published. If you submit it later, your thesis will be presented in the next issue.
4. The *Transfer* editorial team is responsible for publishing the abstracts. It reserves the right to make stylistic changes to the abstract.

General information on writing an abstract:

An abstract is a summary of a scientific text. It should contain the essential information. The abstract includes

- the topic or research question (what is your work about? What do you want to investigate?),
- the main theses (what are your assumptions?),
- the approach you took to answer the research questions (what methods did you use? What or who was your population, your sample? Which studies/literature did you refer to in a literature review? What theoretical references did you make?)
- the most important results (how do you answer your most important research questions? What are unexpected results?) and
- Conclusions of the text (what do the results mean for research in this area? Where and how could further research be conducted?)

Please read previously published abstracts at http://www.dgpuk.de/transfer/ and use these presentations as a guide. The abstract must be comprehensible independently of the text. Therefore, make sure that your argumentation/presentation is comprehensible.

You must provide appropriate information (e.g. e-mail address, postal address) so that people who are interested in your work can contact you. Your contribution will not be published if you do not provide a contact option. In any case, there is no entitlement to publication of submitted contributions.

Please note when submitting your abstract:

- Write the abstract using your usual word processing software.
- Check the length of the text (Extras menu, Word count). Texts that are too long will not be saved.
- Deactivate automatic hyphenation.
- Formatting (bold, italics, underlined, etc.) is not possible.
- Please mark line breaks with <br>.
- Copy the finished abstract into the input field.
- That's it!

If you have any questions about the content of your abstract, please contact your thesis supervisor. If you have technical problems with the input, please contact transfer@dgpuk.de