Faculty of Business, Economics, and Law at FAU Erlangen-Nürnberg

School of Business, Economics and Society

Junior Professorship for Business Psychology (Prof. Dr. Lisa Handke)

Title of the thesis

**Bachelorthesis submitted by**

**first name last name**

Submission date: DD.MM.YYYY

Written under the supervision of

XY

Postal address:

Tel.:

Mail:

program: XY

semester: XY

Matriculation no.: XY

Summary /Abstract

Here, the most important contents of the bachelor thesis are summarized briefly.

In empirical theses, the abstract can be divided into subsections such as Background, Methods, Results and Conclusion for clarity.

Requirements: The abstract should be **150-300 words** long. For theses in German, an **English abstract is required** in addition to the German abstract.

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# Introduction

In this section, you should briefly describe what your thesis will be about. To introduce the topic of your bachelor's thesis, you should first outline the relevance of the topic from a scientific and societal perspective. Afterwards, you should provide an overview of your work and present the objective of your thesis/research.

**Scope**: approx. 5 % of the total scope

# Theoretical Background

In this section, you discuss the current state of research on your research question. To do so, you should identify the key literature and cite and summarize theories/concepts/models. To identify these, it can be a good idea to look for published reviews and meta-analyses from renowned journals to gain an overview of the topic.

When developing the theoretical background, it is important to focus on the specific topic of your own work and to select specific information from the larger scope of the subject area. The theoretical background serves as an overview of current research findings and should lead to the specific research questions. The structure of this section can be described as funnel-shaped (from the broad to the specific). A common thread is very important here so that readers can follow along easily.

For a better structure, you can divide the section into several thematic subsections in which, for example, you discuss the specific literature on the variables/constructs that you want to examine in your thesis.

## Thematic subsection: e.g., effects of hybrid work

**Scope**: approx. 20-40% (smaller proportion for empirical, larger proportion for theoretical work/narrative literature reviews)

# Research Questions/Hypotheses

In this section, you define the central research questions that you want to analyze in your work. If the empirical evidence you already know allows you to derive specific hypotheses, you would also include these here.

**Scope**: approx. 10% (0% for narrative literature reviews)

# Methodology

In this section, you should explain your methodological approach. To this end, you should describe the sample, the study procedure, the measures used and your approach to statistical analysis in individual subsections.

The methods section should enable readers to reproduce your work.

For narrative literature reviews, no methodological information needs to be provided. If you are writing a systematic literature review, you should describe your specific approach here (e.g., search engines/databases used, search, inclusion and exclusion criteria). The other subsections are not relevant in this case.

## Sample

In this section, you should describe the sample your analyses are based on. This includes the number of participants and their characteristics (e.g., age, gender, industry sector etc.).

## Procedure

In this section, you should explain the design and procedure of your study. This includes, for example, inclusion and exclusion criteria, allocation to experimental and control groups, pre- and post-measurements or previous pilot studies. If you are conducting an experiment, you would also describe the task you presented to the participants here. To illustrate your procedure (in addition to your text), it can be helpful to use a flow chart and/or a path diagram, for example.

## Measures

In this section, you should name and describe the measures that you used/that were used in your study. If you used a questionnaire, you would explain which (sub-)scales you used (including their source) and include exemplary items. In addition, you should include the internal consistency you have calculated (Cronbach's alpha).

Here is an example formulation:

“The scale for measuring internal work motivation comes from the Team Diagnostic Survey (Wageman et al., 2005). These include four items, e.g. “I feel a real sense of personal satisfaction when our team works well.” This sample has a low internal consistency (alpha = 0.54, upper one-sided confidence interval 0.66).”

## Analysis

In this section, you should briefly describe which statistical methods you used to analyze your data and which programs were used for this purpose (e.g., R-Studio or SPSS).

**Scope**: approx. 15-25% of the total scope (0% only for narrative literature reviews)

# Results

In this section, you should present the results of your work. For this purpose, it makes sense to divide your paper into individual paragraphs in which you summarize the specific results of your individual questions/hypotheses. When presenting the results, it is important that you always include the statistical parameters in brackets (e.g., t-value, p-value, F-value with degrees of freedom etc.). Below you will find a few important rules that you should observe when phrasing your results section:

* Cursive notation of Latin abbreviations and spaces between mathematical operators (e.g. N=154❌ vs. *N* = 154✅)
* Rounding numbers to two to three decimal places (e.g. M = 15.4383 ❌ *M* = 15.43 ✅)
* Specify statistics with a value range from 0 to 1 without a leading zero (e.g. p = 0.002

❌ *p* = .002 ✅)

* Use a point as a decimal separator and commas between statistics (e.g. *t*(123) = 4.32, *p* < .001)
* Specify p-values always exactly to three decimal places, unless the value is less than .001, then specify the value with the “less than” (<) sign: *p* = .000 ❌ *p* < .05 ❌ *p* < .001 ✅ *p* = .045 ✅

It is helpful to use tables and figures to better illustrate your results. In these, you can mark significant correlations or effects with stars. Established symbols are \* for *p* < .05, \*\* for *p* < .01 and \*\*\* for *p* < .001. An explanation of these symbols should be included in the notes to the corresponding table/graph (see next page for an example of a table and a graph).

## Research question/Hypothesis 1

Example of a table:

Table 1: This is an example heading

|  |  |
| --- | --- |
| Specified items:  Motives relevant to participation | Ranking of all participants (Mean rank according to Friedman-Test in parentheses; *N* = 357) |
| Curiosity | 1 (3,22) |
| Contribution to research | 2 (3,02) |
| Self-knowledge | 3 (2,25) |
| Material incentives | 4 (1,51) |

*Notes:* Here you can explain sample size, significance stars, etc.  
\* *p* < .05

## Research question/Hypothesis 2

Example of an image:



Figure 1: This is an example heading

**Scope:** approx. 10-20% of the total scope (0% for narrative literature reviews)

# Discussion

In this section, you should briefly summarize the main results of your work. These should be interpreted and placed in the research context.

Part of the discussion is also the derivation of theoretical and practical implications based on your study results. You should also critically reflect on the value of your work, present limitations and formulate recommendations for future research. Finally, you should draw a conclusion in which you answer the main question of your work.

Please divide the discussion into the relevant subsections.

## Theoretical Implications

## Practical Implications

## Limitations and Future Research

## Conclusion

**Scope**: approx 15-25% of the total scope

List of references

In this section you should note the sources of all papers used. Please cite the literature according to APA 7 citation guidelines

Helpful sources for this:

* <https://apastyle.apa.org/>
* <https://www.scribbr.com/apa-style/format/>

**Example:**

Bloom, N. (2023, January 5). Research: Where managers and employees disagree about remote work. *Harvard Business Review.* https://hbr.org/2023/01/research-where-managers-and-employees-disagree-about-remote-work

Chan, D. (2019). Team-level constructs. *Annual Review of Organizational Psychology and Organizational Behavior*, *6*(1), 325-348. https://doi.org/10.1146/annurev-orgpsych-012218-015117

Cramton, C. D., & Hinds, P. J. (2005). Subgroup dynamics in internationally distributed teams: Ethnocentrism or cross-national learning? In B. M. Staw & R. M. Kramer (Eds.), *Research in organizational behavior: An annual series of analytical essays and critical reviews,*Vol. 26, pp. 231–263). Elsevier Science/JAI Press.

# Appendices

In this section, provide all additional materials (e.g. transcripts of interviews), illustrations, etc. that contribute to the overall understanding of your work.

Declaration of Originality

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name), student registration number:\_\_\_\_\_\_\_\_\_\_, hereby confirm that I completed the submitted work independently and without the unauthorized assistance of third parties and without the use of undisclosed and, in particular, unauthorized aids. This work has not been previously submitted in its current form or in a similar form to any other examination authorities and has not been accepted as part of an examination by any other examination authority.

Where the wording has been taken from other people’s work or ideas, this has been properly acknowledged and referenced. This also applies to drawings, sketches, diagrams and sources from the Internet.

In particular, I am aware that the use of artificial intelligence is forbidden unless its use an aid has been expressly permitted by the examiner. This applies in particular to such programs that could process the task of the examination or parts thereof instead of me, for example chatbots (especially ChatGPT) and other methods suitable for this purpose.

Furthermore, I am aware that working with others in one room or by means of social or other media represents the unauthorized assistance of third parties within the above meaning, if group work is not expressly permitted. Each exchange of information with others during the examination, with the exception of examiners, persons authorized by them and invigilators, about the structure or contents of the examination or any other information such as sources is not permitted. The same applies to attempts to do so. Proofreading of the work by third parties with the aim of correcting linguistic deficiencies is permitted.

Any infringements of the above rules constitute fraud or attempted fraud and shall lead to the examination being graded “fail” (“nicht bestanden”). In the event of multiple or particularly drastic breaches of the rules, further sanctions may be imposed by the Examination Board (Prüfungsausschuss).

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Place, Date Signature