

2018 EHF/University Las Palmas Academic EHF Master Coach Certification Submission Guideline for the Final Project Thesis (post-graduate Master degree)

1) The thesis should contain a **minimum of 15 pages** text containing all the images and tables; additional statistics, tables, photos, etc. have to be put as an appendix. All text shall be written using the Program MS Word for Windows 6.0 or more recent (no pdf files!). Types shall be Calibri, 12-point, single-spaced, justified. Images, tables and figures have to be in MS Word and/or MS Excel. Tactical graphics have to be done by computerized programs compatible with MS Word.

2) **A summary of a maximum of 15 lines** has to be attached.

3) The head should be centered and contain the following lines:

The title of the thesis in capitals and bold letters. - The author's full name - The federation and country

4) Order of the text: Title, Summary, Keywords (5 as max.), Introduction, Methods, Development, Results and Discussion, Conclusions, References.

5) References and quotations have to be done as follows:

Ref.: COX, R. H.: Sport Psychology (3rd ed.), Dubuque 1994

Quot.: „.....“ (COX, 1994, p. ..)

References and quotations taken from the internet have to follow international use.

6) **The thesis has to be done in English** and submitted in electronic form to both to
- the EHF approved/assigned Tutor (who functions as a guide/tutor in the entire process)
- the EHF (Helmut Höritsch - hoeritsch@eurohandball.com)

7) The **Submission deadline is 15 October 2018** (first submission deadline)!

In case of corrections necessary the deadline for the **final version will be 1 November 2018**. Along with the submission of the thesis **a CV has to be sent to the said address obligatory**.

8) All your contributions will be collected by the EHF office and a unified layout will be done in order to issue a special edition of the EHF periodical in the internet.

9) The criteria of the evaluation of the final project thesis have to follow the formal requirements as stated in the guidelines in hand. The evaluation/rating in terms of content, originality, stringency of the ideas and follow-up have to be assessed by a **Jury (composed of 1 University Las Palmas representative and 3 EHF academic lecturers)** in a „thesis defence“ meeting at the EHF Office in Vienna/AUT planned for the first half of November 2018 (exact date to be defined)!

10) In case of any further questions do not hesitate to contact the EHF Office / Helmut Höritsch by phone (+43 1 80 151 / 155) or e-mail (hoeritsch@eurohandball.com) .