

THESIS BINDING GUIDELINES FOR THE OULU UNIVERSITY OF APPLIED SCIENCES

Thesis binding

- If students wish to have their theses bound for their own use, they may do so at a bookbindery of their choice and at their own expense.

Format and materials of bound theses

- At the Oulu University of Applied Sciences, theses are bound in hardcover.
- The page size of theses is A4. Pages are preprinted and delivered to the bindery.
- The cover material is white Miradur Norma 20388, the text is printed in black.
- The author's name, the title of the thesis, as well as the logo of the Oulu University of Applied Sciences are printed on the front cover of every thesis on the places defined in these guidelines. The year of publication and the author's name are printed on the spine of the thesis.
- Some theses include a compact disc or separate attachments, such as maps, guides or drawings. Compact discs are attached to theses by adding a CD pocket to the inside of the back cover.
- The appearance of the book must be neat, and the edges of the pages must be evenly cut.

The layout of the front cover

- All text is printed using the Arial Narrow font, 16 pt. The line spacing is 18 pt.
- The author's name is 9 cm from the upper edge of the front cover.
- The author's name and the title of the thesis are left-justified. The text begins 3 cm from the fold between the cover and the spine.
- The author's name is written in lowercase letters, and it is followed by an empty row.
- The title of the thesis is written in uppercase letters. Any subtitles are placed under the main title, and they are written in lowercase letters.
- The logo is printed in the middle of the lower part of the cover. The distance from the bottom edge of the cover is 3 cm. The logo is 1 cm high. Theses written in Finnish have the Finnish logo, and theses written in English have the English logo.
- The author's name and the year are printed on the spine of the thesis. The year is placed 3 cm from the top of the cover. There is a space of 5 mm between the author's name and the year.

Author's name

TITLE OF THE THESIS
Possible subtitle (not too long)

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2020 Author's Name