

中国科学院水生生物研究所研究生 学位论文撰写要求

Guidelines of Institute of Hydrobiology Chinese Academy of Sciences for Writing a Thesis/Dissertation

学位论文是为申请学位而撰写的学术论文,是研究生科研工作成果的集中体现,是评判学位申请者学术水平的主要依据,也是学位申请者获得学位的必要条件之一。为规范和统一我所研究生学位论文的写作,根据《中华人民共和国学位条例暂行实施办法》、《中国科学院大学研究生学位论文撰写规定》(校发学位字〔2013〕21号)和《中国科学院大学研究生学位论文撰写规范指导意见》,结合我所实际,特提出以下要求及制定相应规则。

A thesis/dissertation is research paper for degree application, it directly reflects a student's research achievements and serves as a major basis for evaluating the applicant's academic level. It is necessary for obtaining academic degrees. In order to standardize and unify the writing of the degree thesis/dissertation, the Guidelines were formulated based on Provisional Measures for the Implementation of the Regulations of the People's Republic of China on Academic Degrees, Rules of the University of Chinese Academy of Sciences for Writing a Graduate Thesis/Dissertation (XIAOFAXUEWEIZI (2013) No. 21), Guidelines of University of Chinese Academy of Sciences for Writing a Thesis/Dissertation and relevant national standards.

统一学位论文的标准格式,实行导师负责制,并由研究生部专人检查把关。研究生提交论文后,经研究生部检查如发现3类以上错误,经修改须一周后方能再次提交论文答辩申请;如第二次提交论文,经检查仍有5个以上错误者,则须一个月以后才能再次提交论文答辩申

请。

A thesis/dissertation should follow the standard format. Supervisor is responsible for the thesis/dissertation. After a graduate student submits a thesis/dissertation, if the examination of the Office of Student Affairs finds more than 3 types of errors, the application for the defense of the thesis/dissertation can be submitted again only after one week after modification; if the second submission of the thesis has more than 5 errors after inspection, it must be one month later before the graduate student submit a defense application again.

一、学位论文的基本要求/Basic requirements for a dissertation

学位论文必须是一篇(或由一组论文组成的一篇)系统、完整的原始学术论文,是学位申请者本人在导师的指导下独立完成的研究成果,除论文中已经注明引用的内容外,不得抄袭和剽窃他人成果,其学术观点必须明确,且立论正确,推理严谨,数据可靠,层次分明,文字正确、语言通畅,表述清晰,图、表、公式、单位等符合规范要求。学位论文正文部分,硕士不少于2万字,博士不少于3.5万字。

The thesis/dissertation must be a systematic (or one composed of a group of thesis/dissertations) and complete original academic thesis/dissertation. It is the research result independently completed by the applicant of the degree under the guidance of the supervisor. Except for the content that has been cited, copy or plagiarize the other's paper are strictly prohibited. The academic opinions in thesis/dissertation must be clear and correct, the reasoning must be rigorous, the data must be reliable, the sentence must be smooth, the word must be precise, the expressions and structure must be clear. The diagrams, tables, formulas, and units

must meet the requirements of the specification. For the main body of the thesis/dissertation, the thesis should be no less than 20,000 words, and the dissertation should be no less than 35,000 words.

(一) 硕士学位论文/Thesis

硕士学位论文应在基础科学或应用科学中选择有价值的课题,对所研究的课题有新的见解,并能表明作者在本门学科上掌握了坚实的基础理论和系统的专门知识,具有从事科学研究或独立负担专门技术工作的能力。

Master's degree thesis should choose valuable topics in basic science or applied science, have new insights into the research topic. It should represent that the author has expertise and ability to undertake scientific research or specialized technical work independently.

硕士学位论文工作一般在硕士生完成培养计划所规定的课程学习后开始,应包括文献阅读、开题报告、拟定并实施工作计划、科研调查、实验研究、理论分析和文字总结等工作环节。硕士学位论文必须有一定的工作量。在论文题目确定后,用于论文工作的时间一般不得少于一年半。

The preparation of master's thesis generally begins after the student has completed the courses. It should include literature reading, graduate dissertation proposal, preparing and implementing work plans, scientific research, experimental research, theoretical analysis, and writing. Master's thesis must have a certain workload. It must take not less than one and a half years on master's thesis, after the title of thesis is determined.

(二) 博士学位论文/Dissertation

博士学位论文应选择在国际上属于学科前沿或对国家经济建设和社会发展有重要意义的课题,要突出论文在科学和专门技术上的创新性和先进性,能表明作者在本门学科上掌握了坚实宽广的基础理论和系统深入的专门知识,具有独立从事科学研究工作的能力。

Doctoral dissertation should choose a topic that is forefront of a discipline in international or has significance for national economic construction and social development. It should highlight the innovation of science and technology. It should represent that author has solid, broad, systematic expertise, and has the ability to independently engage in scientific research.

博士学位论文工作是培养博士学位研究生最重要的环节,其工作时间一般不应少于两年。博士研究生入学后,要在导师指导下确定科研方向,收集资料,阅读文献,进行调查研究,选择研究课题。一般在第二学期,最迟在第三学期通过开题报告并制定论文工作计划,之后根据论文工作计划分阶段报告科研和论文工作进展情况。

The doctoral dissertation is the most important part of training PhD students. It must take not less than two years. After admission, the doctoral students should choose research direction, collect data, read literature, select the research topic and conduct research following the guidance of the supervisor. Generally, in the second semester, or at the latest in the third semester, the doctoral student should finish the graduate dissertation proposal and make dissertation work plan, then follow the plan and report dissertation work progress in stages.

二、撰写学位论文的语言及文字/Language and writing of dissertation

/thesis

除外国来华留学生外,研究生学位论文一般应采用国家正式公布实施的简化汉字撰写;应采用国家法定的计量单位。学位论文中采用的术语、符号、代号在全文中必须统一,并符合规范化的要求。

Graduate students (except for international students and students majoring in foreign languages) should normally write in simplified Chinese characters promulgated by China's State Council. Graduates should use national legal units of measurement. The terms, symbols and codes used in the dissertation/thesis must be uniform throughout the text and meet the requirements of standardization.

外国来华留学生可用中文或英文撰写学位论文,但须采用中文封面,且应有详细的中文摘要。

International students studying in China can write a thesis/dissertation in either Chinese or English. But a detailed abstract in Chinese is required.

为了便于国际合作与交流,学位论文亦可有英文或其它文字的副本。

To facilitate international cooperation and exchanges, a copy of the degree thesis/dissertation in English or other language(s) can be included.

三、学位论文的组成部分和排列顺序/Components and order of

dissertation/thesis

学位论文一般由以下几个部分组成:封面、原创性声明及授权使用声明、摘要、目录、正文、参考文献、附录、致谢、作者简历及攻读学位期间发表的学术论文与研究成果等。

Thesis/dissertation generally includes the following parts: cover, statement of originality and authorization statement for thesis/dissertation use, abstract, table of contents, the body, references, appendix, acknowledgments, the author's resume and a list of published papers and research results during study.

(一) 封面/Cover

根据国家标准局《科学技术报告、学位论文和学术论文的编写格式》(GB7713-87)的封面要求,特规定中国科学院水生生物研究所学位论文的封面采用中国科学院大学的统一格式。

According to the requirements of the cover of the National Bureau of Standards, "Compilation Format for Scientific and Technical Reports, Degree Thesis, and Academic Thesis" (GB7713-87), it is specified that the cover of the thesis/dissertation of the Institute of Hydrobiology of Chinese Academy of Sciences adopt the format required by the University of Chinese Academy of Sciences.

1. 密级/Classification

涉密论文必须在论文封面标注密级,同时注明保密年限。公开论文不标注密级,可删除此行。

The confidentiality level and duration shall be marked on the cover of the classified thesis/dissertation. The confidentiality level shall not be marked for a published thesis/dissertation, where this line of description can be deleted.

2. 论文题目/Thesis title

应简明扼要地概括和反映整个论文的核心内容,一般不宜超过25个汉字(符),英文题目一般不应超过150个字母,必要时可加

副标题。题目中避免使用缩略词、首字母缩写词、字符、代号和公式等。

A Chinese title should offer the core ideas briefly with no more than 25 Chinese characters. An English title should normally have no more than 150 letters. A subtitle can be used if necessary. Abbreviations, acronyms, characters, codes and equations should be avoided in the title.

3.作者姓名/The author's name

根据《中国人名汉语拼音字母拼写规则》(GB/T 28039—2011),英文封面中的姓和名分写,姓在前,名在后,姓名之间用空格分开。姓和名需写全拼,开头字母大写。

According to The Chinese Phonetic Alphabet Spelling Rules for Chinese Names (GB/T 28039—2011), the surname and the given name in the English cover should be separated by spaces with the surname in the front and the given name in the back. The surname and the given name should be written in full with the initial letter capitalized.

4.学科专业/Discipline and major

填写攻读学位的二级学科专业全称,不可用简写。如:动物学、水生生物学、遗传学、水产养殖、环境科学、环境工程等。

The full name of the secondary discipline in which the author studies is required. No abbreviations could be used. For example: zoology, hydrobiology, genetics, aquaculture, environmental science, environmental engineering, etc.

5.指导教师/Supervisors

需同时填写导师姓名、专业技术职务和工作单位。如果有多位

导师，第一导师在前，第二导师等依次在后（需经培养单位批准，并在学籍系统完成备案）。

Fill in the name, professional and technical titles, and work address of the supervisor. If there is more than one supervisor, the name of the first supervisor should be in the front and the name of the second and other supervisors should follow in order (subject to approval by relevant institutes or schools and recorded in the student registration system).

6.学位类别/Degree category

包括学科门类（学术型）或专业学位类别以及学位级别。学科门类如理学、医学等，专业学位类别如工程、工商管理等。学位级别包括硕士、博士。如：理学博士、理学硕士、农学博士、农学硕士、工程硕士等。

“Degree category” includes discipline categories (academic degree) or professional degree categories as well as degree levels. Discipline categories include science, medicine, etc., and professional degree categories include engineering, business administration, etc. The degree level includes master’s and doctoral degrees.

7.时间/Time

填写论文提交学位授予单位的年月，使用阿拉伯数字标注。一般夏季申请学位的论文标注6月，冬季申请学位的论文标注12月。例如：2019年6月，2019年12月。

Arabic numerals should be used to fill in the year and month of the thesis/dissertation submitted to the degree conferring institution. Generally, the

papers applying for a degree in summer are marked with June, and the papers applying for a degree in winter are marked with December. For example: June, 2019; December, 2019.

8.培养单位/Institute

填写：中国科学院水生生物研究所。

Fill in: Institute of Hydrobiology, Chinese Academy of Sciences

9.学位授予单位/Degree-conferring unit

填写：中国科学院大学。

Fill in: University of Chinese Academy of Sciences

10.书脊/Spine

学位论文的书脊用黑体小四号字（可根据论文厚度适当调整）。上方写论文题目，中间写作者姓名，下方写“中国科学院大学”，距上下边界均为3cm左右（见样张4）。

Words on the spine of the thesis/dissertation should be written in Simhei 12pt (it can be adjusted according to the thickness of the thesis/dissertation). The title of the thesis/dissertation should be written on the top, the name of the writer in the middle and "University of Chinese Academy of Sciences" in the bottom. The distances to the top and bottom boundaries should be 3cm (see prospectus 4).

(二)中英文扉页/Chinese and English title page

中英文扉页一般应分别用中、英文写明论文题目，申请何种学位，申请人姓名、年级，导师姓名、职称，专业，培养单位名称，论文完成年月。

The Chinese and English title page should include the title of the

thesis/dissertation in Chinese and English, degree to apply for, author's name, supervisor's name and title, major, institute's name and year and month.

(三) 学位论文声明/Statement of originality and authorization statement for thesis/dissertation use

此项不能空 (必须作者和导师手签)。

A template is provided for writing the statement (see template 3), and signature of the author and his/her supervisor should be included.

(四) 论文摘要 (中英文) /Abstract (Chinese and English)

论文摘要应概括地反映出本论文的主要内容，主要说明本论文的研究目的、内容、方法、成果和结论，要突出本论文的创造性成果或新见解，不宜使用公式、图表，不标注引用文献，不要与引言相混淆。

The abstract should briefly summarize the main contents of the thesis/dissertation and explain the purpose, the research subject, methods, findings and conclusions of the paper. Innovative achievements or new propositions of the thesis/dissertation should be highlighted. Equations, figures or tables, and illustrations are not recommended and citations not needed. It should not be same as the introduction.

中文摘要力求语言精炼准确，字数在 500 字左右。英文摘要 (Abstract) 内容应与中文摘要内容一致。

The Chinese abstract strives for refined and accurate language with a word count of about 500 words. The English abstract and the Chinese abstract should be identical in contents.

摘要最后注明本文的关键词(3~5个)。关键词是为了文献标引工作,从论文中选取出来,用以表示全文主题内容信息的单词或术语。关键词以显著的字符另起一行并隔行排列于摘要下方,左顶格,关键词间用逗号隔开。英文关键词应与中文关键词对应,首字母应大写。

To facilitate document indexing, three to five key words indicating the main idea of the thesis/dissertation should be given following the abstract. The key words shall be written in a line under the abstract in notable characters from left to right and shall be separated by commas. Start the key words on a new line below the abstract, double-spaced. English keywords should correspond to Chinese keywords and the initial letter should be capitalized.

(五) 论文目录/Table of contents

目录应包括论文正文中的全部内容的标题,以及参考文献、附录和致谢等,不包括中英文摘要。目录页由论文的章、条、附录等序号、名称和页码组成。正文章节题名要求编到第三级标题,即x.x.x(如1.1.1)。一级标题顶格书写,二级标题缩进一个汉字符位置,三级标题缩进两个汉字符位置。目录页应单独编页。

The table of contents should include the titles of all the contents in the main body of the thesis/dissertation, as well as references, appendix and acknowledgments, excluding Chinese abstract and English abstract. This page should include serial numbers, names and page numbers of the chapters, articles and appendixes in the thesis/dissertation. The title of each chapter in the main body is required to be written to the third-level title, i.e. x.x.x (e.g., 1.1.1). The first-level title has no indentation, the second-level title is indented by one Chinese character,

and the third-level title is indented by two Chinese characters. The table of contents page should be numbered separately.

(六) 正文/The body

正文一般包括引言(或绪论)、论文主体及结论等部分。提供以下两种结构供学生参考使用,例如:

In general, the body of the thesis/dissertation includes introduction, main body and conclusion, etc. The following two ways of organization are provided for students' reference, for example:

第一种结构:第1章 引言、第2章 材料与方法、第3章 结果、第4章 讨论、第5章 结论与展望;

The first way of organization: Chapter 1 Introduction, Chapter 2 Materials and Methods, Chapter 3 Research Results, Chapter 4 Discussions, Chapter 5 Conclusion and Prospect;

第二种结构(适用于几部分相对独立又有联系的研究内容):第1章 引言、第2章 ××××(第一部分研究内容)、第3章 ××××(第二部分研究内容)、第4章 ××××(第三部分研究内容)、第5章 结论与展望。

The second way of organization (applicable to several relatively independent but related research contents): Chapter 1 introduction, Chapter 2 ×××× (the first part of research contents), Chapter 3 ×××× (the second part of research contents), Chapter 4 ×××× (the third part of research contents), and Chapter 5 Conclusion and Prospect.

第1章 引言(或绪论)

Chapter 1 Introduction

引言(或绪论)应包括选题的背景和意义,国内外相关研究成果与进展述评,本论文所要解决的科学与技术问题、所运用的主要理论和方法、基本思路和论文结构等。引言应独立成章,用足够的文字叙述,不与摘要雷同。要求实事求是,不夸大、缩小前人的工作和自己的工作。

The Introduction gives the background information on the chosen subject and explains the significance of the ideas presented. This part should also include literature review on previous research in this area both at home and abroad, scientific and technological research problem(s) that the thesis/dissertation aims to solve, main theory (or theories) and method(s), logic of reasoning and paper structure. Written in a separate chapter, the Introduction should give details and should not replicate the abstract. It should be realistic and not exaggerate or depreciate the value of the author's own work or that of previous studies.

第 2 章 实验内容 1

Chapter 2 the first part of research contents

第 3 章 实验内容 2

Chapter 3 the second part of research contents

第 4 章 实验内容 3

Chapter 4 the third part of research contents

第 5 章 实验内容 4

Chapter 5 the fourth part of research contents

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每章内容可以包括前言、材料方法、结果、讨论和小结五个部分。主要介绍研究过程的理论分析与实验设备、材料、仪器的描述,

实验方法，实验与观察结果，实验数据的加工处理，图表、公式的汇总与归纳，形成的论点和推导出的结论等。要求理论部分概念清晰、分析严谨，实验部分数据真实可靠，数据处理部分计算结果正确无误，对本人取得的新进展要实事求是予以重点说明。形式上要求层次分明、语句通顺、简练可读、图表整洁、标点正确。

Each chapter could have five parts: introduction, materials and methods, research results, discussion and conclusion. It describes the whole research process including theoretical analysis, description of experimental equipment and materials, experimental methods, results, data, formulas, and conclusions. In that case, the theoretical part of concept should be clear and rigorous, the experimental part should be true and reliable, the data processing part should be correct and the new progress the author has made must be described in realistic. The chapter requires clear levels, smooth sentences and uses correct punctuation. The language should be concise and readable. The tables and figures should be clear.

第 X 章 总结

Chapter X Conclusion

总结是对整个论文主要成果的总结，应明确、精炼、完整、准确。结论应明确指出本研究的创新点，对论文的学术价值和应用价值等加以预测和评价，说明研究中尚难解决的问题，并提出今后进一步在本研究方向进行研究工作的设想或建议。应严格区分本人研究成果与他人科研成果的界限。注意不要与摘要雷同。

The conclusion summarizes the major findings of the thesis/dissertation clearly, concisely, accurately and completely. It should also clarify the originality

of the research, and predict and evaluate the thesis/dissertation's academic value and application value. In addition, the author must state limitations and unsolved problems in research, providing suggestions for further research. The author's own research achievements should be strictly distinguished from others'. It shall not be the same as the abstract.

(七) 参考文献/References

学位论文的撰写应本着严谨求实的科学态度，凡有引用他人成果之处，均应按论文中所引用的顺序列于文末。需正确区分直接引用和转引并明确加以标注。

The thesis/dissertation should reflect a rigorous and realistic scientific research approach. At the end of the dissertation, according to citation requirements of different disciplines, the author should list references for any citation, reference or borrowing of others' research results or ideas.

参考文献的著录均应按《科学通报》参考文献要求输入（符合国家有关标准：GB7714-87《文后参考文献著录格式》）。

References part should follow the requirements of the "Science Bulletin" (in accordance with relevant national standards: GB7714-87 "format of references").

(八) 附录（如有）/Appendix (if any)

附录是作为论文主体的补充项目，并不是必需的。下列内容可以作为附录编于论文之后。

The appendix is a supplementary of the body and is not necessary. The following content could be subsumed.

1.某些重要的原始数据、数学推导、计算程序、框图、结构图、

统计表等；

1. Some important raw data, mathematical derivation, program script, diagrams, tables, etc.;

2.对一般读者并非必要阅读，但对本专业同行有参考价值的资料；

2. Materials that are not necessary for general readers, but have reference value for peers;

3.对研究方法和技术更深入的叙述；

3. A more in-depth description of research methods and technologies;

4.对下一步研究的设想；

4. Assumptions for further research;

附录与正文连续编页码。每一附录依序用大写英文字母 A、B、C.....编序号（如附录 A），附录中的图、表、式、参考文献等另行编序号，应与正文分开，一律用阿拉伯数字编码，但在数码前冠以附录序号，如：图 A1，表 B2，式（B3），文献^[A5]等。每一附录均另页起。

The appendix and body are numbered consecutively. Each appendix is sequentially numbered with uppercase English letters A, B, C...(such as appendix A). The figures, tables, formulas and references in the appendix are numbered separately. They should be different from the main text and coded in Arabic numerals. It should be the combination of the number of appendix and numbers, such as: Figure A1, Table B2, Formula (B3), Literature^[A5], etc. New appendix should be started on new page.

(九) 致谢/Acknowledgments

对给予各类资助、指导和协助完成研究工作,以及提供各种对论文工作有利条件的单位及个人表示感谢。致谢应实事求是,切忌浮夸与庸俗之词。

This section allows the author to express his/her gratitude to institutions and individuals that have provided various kinds of financial assistance, guidance and help during the research, as well as various favorable conditions provided for writing the dissertation. Acknowledgments should be realistic and avoid grandiose or otherwise improper wording.

(十) 作者简历及攻读学位期间发表的学术论文与研究成果/The author's resume and a list of published papers and research results during study

作者简历应包括从大学起到申请学位时的个人学习工作经历。

The author's study and work experiences from university up until his/her application for the relevant degree should be included in the resume.

按学术论文发表的时间顺序,列出作者本人在攻读学位期间发表或已录用的学术论文清单(著录格式同参考文献)。其他研究成果可以是申请的专利、获得的奖项及完成的项目等。

Published or employed papers of the author during study should be listed in chronological order of publication (The format of description is the same as that of references). Patents, rewards and finished projects can be considered as the author's other research results.

四、学位论文的书写、版面及装订要求/Writing, layout and binding

requirements of thesis/dissertation

(一) 研究生学位论文必须用中文书写/Thesis/dissertation must be written in Chinese

1.论文“题目”：黑体小三号/Title: 15pt, Simhei

2.论文“章”：黑体四号/Titles of chapters: 14pt, Simhei

3.论文“节”：黑体小四号/Headline of the section: 12pt, Simhei

4.正文：宋体小四号，英文 Times New Roman 12 号/Words (the main body): 12pt, Simsun, English word: 12pt, Times New Roman

5.参考文献：宋体五号，英文 Times New Roman 五号
/References: 10.5pt, Simsun, English: 10.5pt, Times New Roman

(二) 文中的图表、附注、参考文献、公式一律采用阿拉伯数字分章编号，章内连续编号。如第 1 章图 1 表示为“图 1.1”，第 1 章表 1 表示为“表 1.1”，附注：1，文献（1），公式（1）。图序及图名置于图的下方；表序及表名置于表的上方。序号与题名间空一个汉字符。

All figures, notions, references and formulas in the text are consecutively numbered within the chapters and numbered by Arabic numerals. For example, Figure 1 in Chapter 1 is shown as "Figure 1.1", Table 1 in Chapter 1 is shown as "Table 1.1". Notes: 1, Document (1), Formula (1). The name and number of figures are placed below the figure; the name and number of tables are placed above the table. There is a Chinese character (2 space) between the number and the title.

论文中的表达式（公式）需另行起，原则上应居中。如有两个以上的表达式，应用从“1”开始的阿拉伯数字进行编号，并将编号置于括号内。编号采用右端对齐，表达式与编号间用“...”连接。表达

式较多时可分章编号。示例见：附件 2。

The expressions (formulas) should be started in new line and should be in the middle of the line. If there are more than two expressions, use Arabic numerals starting with "1" for numbering and place the number in parentheses. Numbers are aligned to the right, and expressions and numbers are connected with "...". When there are many expressions, they can be numbered within the chapters and numbered by Arabic numerals. Please find the example in attachment 2.

较长的表达式如必须转行，只能在+，-，×，÷，<，>等运算符之后转行，序号编于最后一行的最右边。

For a long expression which requires more than one line, it can be done only after operators+, -, ×, ÷, <, >, and the sequence number is right justified on the last line.

(三)文中所用单位一律采用国务院发布的《中华人民共和国法定计量单位》，单位名称和符号的书写方式，应采用国际通用符号。

The units used in this article shall all adopt the "statutory unit of measurement of the People's Republic of China" issued by the State Council.

(四)页眉和页脚：除封面、中文扉页、英文扉页、声明无页眉页脚外，页眉用小五号宋体书写（奇数页上注明每一章名称，偶数页上注明论文题目），距页边界 1.5 cm，居中；页脚编写页码（Times New Roman 小五号）。

Header and footer: the cover page, Chinese title page, English title page and statement page have no header and footer. The header should use Simsun, 9pt (The header of the main body (i.e. Chapter 1 to the last chapter) for odd-numbered pages

shall be the name of each chapter, and that for even-numbered pages shall be the title of the dissertation.), 1.5 cm from the border of the page, centered. Footer should be page number (Times New Roman, 9pt).

(五) 页边距：上、下 2.54 cm，左、右 3.17 cm，页眉、页脚距页边界 1.5 cm。

Margins: top and bottom 2.54 cm, left and right 3.17 cm. The distance of page header and page footer from page edges: 1.5 cm.

(六) 页码：页码从引言（或绪论）开始按阿拉伯数字（1, 2, 3.....）连续编排，页码应位居左页左下角、右页右下角；此前的部分(中英文摘要、目录等)用大写罗马数字（I, II, III...）单独编排，页码位于页面下方居中。

Page numbers: The page numbers shall be arranged consecutively according to Arabic numerals (1, 2, 3...) starting from the preface (or introduction), and shall be in the lower left corner of the left page or the lower right corner of the right page. The previous sections (Chinese and English abstracts, catalogues, etc.) are arranged separately with capital Roman numerals (I, II, III...) and the page numbers are centered at the bottom of the page.

(七) 行距：/Line spacing

标题如“摘要”、“目录”等使用黑体四号加粗居中，“Abstract”使用 Times New Roman 体四号加粗居中，单倍行距，段前 24 磅，段后 18 磅。

Titles such as "Abstract" and "Table of Contents" should use Simhei, 14pt, in bold, centered. "Abstract(English)" should use Times New Roman, 14pt, in bold,

centered. These titles have single line spacing, 24 point type before the paragraph and 18 after it.

1.目录部分/Table of Contents part

各章目录(如第1章 引言.....1)使用黑体四号,单倍行距,段前6磅,段后0磅,两端对齐,页码右对齐。一级节标题目录(如1.2 文献概述.....10)使用黑体小四号,单倍行距,左缩进一个汉字符,段前6磅,段后0磅,两端对齐,页码右对齐。二级节标题目录(如1.2.3 尚待解决的问题.....10)使用黑体小四号字,单倍行距,左缩进两个汉字符,段前6磅,段后0磅,两端对齐,页码右对齐。

Contents of the chapters (such as Chapter 1.....1), should use Simhei 14pt, 6 point type before the paragraph and 0 behind the paragraph, justified, right alignment for pages. Contents of the first-level headline of the section (such as 1.2 literature review.....10) should use Simhei 12pt in bold, single spaced, left indented by a Chinese character, 6 point type before the paragraph and 0 behind it, justified, right alignment for pages. Contents of the second-level headline of the section (such as 1.2.3 problems remain unsolved.....10) should use Simhei 12pt, single spaced, left indented by two Chinese characters, 6 point type before the paragraph and 0 behind it, justified, right alignment for pages

2.正文部分/The main body

各章大标题(即一号标题),居中,黑体四号加粗,单倍行距,段前24磅,段后18磅,章序号与章名之间空一个汉字符;二号标题(如1.1)小四号黑体顶左、单倍行距,段前24磅,段后6磅,序号与题名间空一个汉字符;三号标题(如1.1.1)和四号标题(如1.1.1.1)小四号黑体居

左，单倍行距，前段 12 磅，后段 6 磅；序号与题名间空一个汉字符。段落文字（正文）使用宋体小四号（英文用 Times New Roman 体），两端对齐书写。段落首行左缩进两个汉字符。段前段后 0 磅，1.5 倍行距（段落中有数学表达式时，可根据表达需要设置该段的行距）。

Titles of chapters (aka: Chapter 1×××), should use Simhei 14pt in bold and centered, single spaced, 24 point type before the paragraph and 18 behind it, one Chinese character space between serial number and the title of the chapter. First-level headline of the section (aka: 1.2 ××××) should use Simhei 12pt in bold to the left, single spaced, 24 point type before the paragraph and 6 behind it, one Chinese character space between the number and the name of the title. Second-level headline of the section (aka: 1.2.1 ×××) and Third-level headline of the section (aka: 1.2.1.1 ×××) should use Simhei 12pt in bold to the left, single spaced, 12 point type before the paragraph and 6 behind it, one Chinese character space between the number and the name of the title. Words (the main body) should use Simsun 12pt (Times New Roman for English), align to the left, two Chinese characters space in the first-level of the paragraph. The first line of the paragraph should be indented by two Chinese characters. 0 point type, 1.5 spaced (if there is a mathematical expression in the paragraph, the line spacing of the paragraph can be set according to the expression needs).

（八）排版打印：学位论文一律用 A4 打印纸装订。全文格式均采用双面排版（中、英扉页，声明各单独一页）。

Formatting and printing: A thesis/dissertation should be printed on A4 standard paper (210 mm×297 mm) and then be bound into a book. All pages should

be printed double-sided(Chinese and English title page, statement should be printed one-sided).

(九) 学位论文封面用纸为 150 克花纹纸, 博士学位论文封面颜色为红色, 硕士学位论文封面颜色为蓝色。

The cover paper should weigh 150 grams and have good printing quality, with clear and long-lasting printing. In addition, a red cover should be used for a doctor's degree dissertation, and a blue one for a master's degree thesis.

(十) 为便于国际合作与交流, 学位论文亦可有英文或其它文字的副本。

To facilitate international cooperation and exchanges, a copy of the degree thesis/dissertation in English or other language(s) can be included.

五. 表图要求/Requirement for figures and tables

(一) 序号与页码/Sequence number and page numbers

1. 章节的序号与目录中的序号必须一致, 用阿拉伯数字及小数点制分别标明章、节、条、款。如 1, 1.1, 1.2, 1.2.1, 1.2.2, 1.2.2.1 等。

The sequence number in main body should be consistent of table of content. The sequence number is consisting of Arabic numerals and dot. And it has different type such chapter, first-level headline of the section, second-level headline of the section, third-level headline of the section. For example: 1, 1.1, 1.2, 1.2.1, 1.2.2, 1.2.2.1, ect.

2. 图表、公式序号一律用阿拉伯数字分别依序分章连续排号。

序号可以全篇统一按出现先后顺序编码。其标注形式应便于相互区别，可以分别为：第 1 章图 1 表示为“图 1.1”，第 1 章表 1 表示为“表 1.1”等。

The figures, tables, formulas and equations in the paper are all numbered in sequence by Arabic numerals. Sequence numbers can be uniformly encoded in the order they appear. The labeling forms should be easily distinguishable from each other such as Figure 1.1 (the first figure in Chapter 1) and Table 1.1 (Chapter 1, first Table), etc.

3. 论文中英文摘要页、目录页等前置部分单独编排页码，用大写罗马数字表示，页码居中排列。

The previous sections (Chinese and English abstracts, catalogues, etc.) are arranged separately with capital Roman numerals (I, II, III...) and the page numbers are centered at the bottom of the page.

4. 论文正文开始到最后，页码用阿拉伯数字连续编码。由引言首页开始作为第 1 页，并为右页另页。页码位置应标在左页左下角，右页右下角，以便于识别。

The page numbers shall be arranged consecutively according to Arabic numerals (1, 2, 3 ...) starting from the preface (or introduction), and shall be in the lower left corner of the left page or the lower right corner of the right page.

5. 封面、封底不编入页码。

The front and back covers are not numbered.

(二) 图/Figures

图包括流程示意图、设备结构图、曲线图、记录图、照片等，

宜插入正文适当位置。引用的图必须注明来源。

Figures, including graphs, structural maps, sketches, block diagrams, flowcharts, record graphs, maps, photographs, etc, should be inserted in appropriate places in the dissertation. And sources of referenced figures must be clear. Specific requirements are as follows:

1.图应具有“自明性”，即只看图、图题和图例，不阅读正文，就可以理解图意，图中说明和相关计算公式一般应放在图例中作脚注。

Figures should be "self-explanatory", that is, the figure can be understood without reference to the text. Explanation and expression in the figure can be put in legends as note.

2.每图应有简短确切的题名，连同图号置于图下。图中的符号标记、代码以及实验条件等，可用最简练的文字横排于图框内或图框外的某一部位（全文统一）作为图例说明。博士论文中图的题名和图例需用中文及英文两种文字表达。

Each figure shall have a short and exact title, and the title shall be centered under the figure together with the figure number. Symbols, codes and experimental conditions in the figure can be horizontally arranged inside or outside the drawing frame (in the same format throughout the text). Titles and legends of figures in the text should be expressed in both Chinese and English in dissertation.

3.曲线图的纵横坐标必须标注“量、标准规定符号、单位”，此三者只有在不必要标明（如无量纲等）的情况下方可省略，所用的符号与单位必须与正文中一致。

The vertical and horizontal coordinates of the graph must be marked with "quantity, standard prescribed symbols, and units". These three can be omitted only when it is unnecessary to indicate them (such as dimensionless, etc.). The symbols and units used must be consistent with the text.

4.照片图要求主要显示部分的轮廓鲜明，便于制板，如用放大、缩小的复制品，必须清晰，反差适中，照片上应有表示目的物尺寸的标度。

The main part of photographs should be clear for plate-making. If enlarged or reduced copies are used, they must be clear and have moderate contrast. And the photo should have a scale indicating the size of the object.

(三) 表/table

表格尽量用“三线表”，避免出现竖线，避免使用过大的表格。

Use "three-line table" as far as possible to avoid vertical lines and overly large tables.

表的编排一般是内容和测试项目由左至右横读，数据依序竖排，应有自明性，引用的表必须注明来源。

Contents and test items of the table are generally arranged in a horizontal manner from left to right, and data are arranged vertically in order and should be self-explanatory. The cited table must be indicated the source. Specific requirements are as follows:

1.每个表格必须能独立解释。应有简短确切的题名，连同表序号置于表上居中。必要时，应将表中的符号、标记、代码、计算公式等需说明的事项，以最简练的文字横排于表下作为表注。博士论文

中表格的题名、表题（即表格中第一行和第一列）、表注需用中文及英文两种文字表达。

Tables should be "self-explanatory". Table titles should be short and exact, and the table number should be centered above the table. Symbols, marks, codes and items to be explained in the table shall be concise and arranged horizontally under the table as captions when necessary. The title of the table and captions should be expressed in both Chinese and English in dissertation.

2.表的各栏均应标明“量或测试项目、标准规定符号、单位”，只有在无必要标注的情况下方可省略，表中符号必须与正文中一致。

Each column of the table should be marked with “quantity or test item, standard prescribed symbol, unit”, which can be omitted only when there is no need for labeling. The symbols in the table must be consistent with the text.

3.表内同一栏数字必须上下对齐。表内不应用“同上”、“同左”等类似词及“”符号，一律填入具体数字或文字，表内空白代表未测或无此项，不可用“—”、“.....”或“0”来表示，以免与阴性反应、数据零相混。

Numbers in the same column must be vertically aligned. Words like "ditto", "same with left" and " / ' " should not be used in the table, and the specific numbers or characters should be filled in. The blank in the table indicates that there is no test or this item, and "-" or "... " (as "-" may also represent negative reaction) indicates that no test is found, and "0" indicates that the measured result is zero.

（四）计量单位、符号/Unit and symbol

文中所用单位一律采用国务院发布的《中华人民共和国法定计量单位》，单位名称和符号的书写方式，应采用国际通用符号。

The units used in this article shall all adopt the "statutory unit of measurement of the People's Republic of China" issued by the State Council.

(五) 缩略词/Abbreviations

缩略词应执行国家标准，如无标准可循，可采纳本学科权威性机构所公布的规定。如不得不引用某些不是公知共用的或作者自定的符号、记号、缩略词、首字母缩写词等，均应在正文中第一次出现时加以说明，给以明确的定义。

Abbreviations should implement national standards. If there is no standard to follow, the regulations issued by authoritative institutions may be used. If you have to quote some symbols, signs, acronyms, acronyms, etc. that are not commonly known or author-defined, they should be explained at the first appearance in the text and given a clear definition.

六、参考文献的著录要求/ Requirement for reference

参考文献按先列中文文献，后列英文文献排列。顺序以作者姓氏拼音或者英文字母升序形式列出。

In the reference part, the Chinese reference should be listed first and then the English reference. The order is listed in the alphabetical order of the author's last name or in ascending English alphabet.

正文中所引用的中、外文参考文献按以下方法引用：

The references cited in the text should be cited as follows:

(一) 作者为一个人的，中文文献用“(姓名，年份)”格式引用，外文文献用“(姓，年份)”引用，如(XXX, 2015), (Gui, 2015)。

If there is only one author. Chinese reference should be cited as “(姓名，年份)”，English reference should be cited as “(last name, year)”，such as (XXX, 2015), (Gui, 2015).

(二) 作者为两人的，中文文献用“(姓名和姓名，年份)”方式引用，外文文献用“(姓 and 姓，年份)”格式应用，如(XXX和XXX, 2015), (Gui and Zhang, 2015)。

If there are two authors. Chinese reference is cited as “(姓名和姓名，年份)”，English reference should be cited as “(last name and last name, year)”，such as (XXX and XXX, 2015), (Gui and Zhang, 2015).

(三) 作者为三名以上的中文文献用“(第一作者姓名等，年份)”、外文文献用“(第一作者姓 et al., 年份)” ,如(XXX 等, 2015) 、(Gui et al., 2015)。

If there are three or more than three authors. Chinese reference should be cited as “(第一作者姓名等，年份)”，English reference should be cited as “(First author surname et al., Year)”，such as (XXX et al., 2015), (Gui et al., 2015).

(四) 正文引用中，同时引用多篇文献的排列顺序为年份由远及近及依次标注，中间用分号分开，如(Simon and Feenberg, 2003; Wang, 2010); 同一年份的，则按照作者姓氏字母升序，如(Hurry, 2010; Simon and Feenberg, 2010); 同一作者的，可只标出一个，如(桂建芳等, 2010; 2016; 2017a, b) (Smith et al., 2013; 2015; 2016a, b)。

If you need to cite several references, the references should be cited according to the year of them and separated by semicolon, such as (Simon and Feenberg, 2003; Wang, 2010). If the references are published in the same year, they should be cited according to the ascending alphabetical order of the author's last name, such as (Hurry, 2010; Simon and Feenberg, 2010). If the references are published by a same author, you could list the author's name once, such as (Gui Jianfang et al., 2010; 2016; 2017a, b), (Smith et al., 2013; 2015 2016a, b).

未发表已经刊印的可以用“刊印中”或者“in press”代表年份,未发表的数据用“(姓名, 个人通讯)”或者“(personal communication)”表示,部分来自网络的资料可以附上具体网址,如(http://www.ihb.ac.cn/xwzx/kydt/201505/t20150505_4348943.html).

Unpublished reference can use "in press" to represent the year, unpublished data is represented by "(name, personal communication)" or "(personal communication)", some materials from the network can be attached with specific URL, such as ([http://www.ihb.ac.cn/xwzx/kydt/201505 / t20150505_434894.html](http://www.ihb.ac.cn/xwzx/kydt/201505/t20150505_434894.html)).

(五) 中文期刊和英文刊名要写全称。

Each reference should have full journal name.

(六) 务请核对每一篇参考文献, 保证引用无误。

You should check each reference to ensure that is correct.

具体格式见附件 2。

Please fine the format of the reference at attachment 2.

七、其他规则/others

(一) 上下标必须清楚。

Superscript and subscript should be clear.

(二) 所有符号后必须有说明或解释。

Symbols should have explanations.

(三) 除法一律使用斜杠(/)，不用“÷”或水平线表示。

Division should be represented by slashes (/), not "÷" or horizontal lines.

(四) 统计检验的显著性用斜体大写“*P*”表示，如： $P < 0.05$, $P < 0.01$ ；图表中处理组之间的差异显著性以不同字母在数字后用上标表示，如： 6.66 ± 1.23^a 、 4.66 ± 1.23^{ab} ，并在图表脚注加以说明“平均数后上标不同表示差异显著 ($P < 0.05$) Means with different superscripts show significant difference ($P < 0.05$)”。

The significance of the statistical test is indicated by italics “*P*”, such as: $P < 0.05$, $P < 0.01$; the significance of the difference between the groups in the chart is indicated by different letters followed by a superscript, such as: 6.66 ± 1.23^a , 4.66 ± 1.23^{ab} , and explain in the footnote of the chart, “Average superscript difference means significant difference ($P < 0.05$) Means with different superscripts show significant difference ($P < 0.05$)”.

(五) 化学分子式中的离子应以上标“数字+电荷”表示，如： Ca^{2+} ，不用 Ca^{++} 。

The ions in the chemical formula should be superscripted as "number + charge", such as: Ca^{2+} , not Ca^{++} .

(六) 基因名称、拉丁名和量的符号用斜体。

Gene names, latin names and variable should be italics.

(七)第一次出现物种名时必须给出学名,如:鲤 *Cyprinus carpio*,以后重复出现可用鲤或 *C. carpio*。

The first occurrence of a species name must be given a scientific name, such as: *Cyprinus carpio*, the others could be abbreviation form *C. carpio*.

(八)所有的度量应以公制为准,单位用“/”表示,不用“-1”,如:“mg/L”不用“mg·L⁻¹”。

All measurements should be based on the metric system. The unit is “/”, not “-1”, such as “mg/L” not “mg·L⁻¹”.

(九)文中不应出现非广为接受的缩写;首次出现英文缩写时,应该写出全文。

Non-widely accepted abbreviations should not appear in the text. The first occurrence of abbreviation should list the complete word.

(十)文中数值小数点后的位数全文统一。

The number of digits after the decimal point in the text is uniform throughout the text

附件/Appendices: :

1. 论文样张
2. 论文格式示例

附件 1:

论文样张

样张 1



中国科学院大学
University of Chinese Academy of Sciences

博士/硕士学位论文

根据实际申请学位类别
选择“博士”或“硕士”

黑体小三号加粗

作者姓名: _____ 宋体四号加粗

指导教师: _____ (姓名、专业技术职务、工作单位/宋体四号加粗)

如理学硕士、医学博士、
工程硕士等

学位类别: _____ (学科门类或专业学位类别/宋体四号加粗)

二级学科专业名称, 如遗
传学等

学科专业: _____ 宋体四号加粗

培养单位: _____ 中国科学院 XX 研究所或中国科学院大学 XX 学院

需填写全称,
宋体四号加粗

2019 年 6 月

年月用阿拉伯数字填写, Times
New Roman 体四号加粗, 夏季
毕业填写 6 月, 冬季填写 12 月

英文论文题目小三号加粗 Times New Roman

**A dissertation/thesis submitted to
University of Chinese Academy of Sciences
in partial fulfillment of the requirement**

dissertation 用于博士论文,
thesis 用于硕士论文

for the degree of

Times New Roman
体四号加粗

Doctor/Master of [学位类别]

in [专业]

By

[作者英文姓名四号加粗 Times New Roman]

Supervisor: Professor Li Sitian

根据申请学位类别选择“Doctor”或“Master”，学术型博士学位填写 Doctor of Philosophy，学术型硕士学位按学科门类填写，如理学类：Master of Natural Science；专业学位按学位类别填写，如果工程博士：Doctor of Engineering，工商管理硕士：Master of Business Administration

使用全称，Times New Roman 体四号加粗

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June 2019

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样张 3

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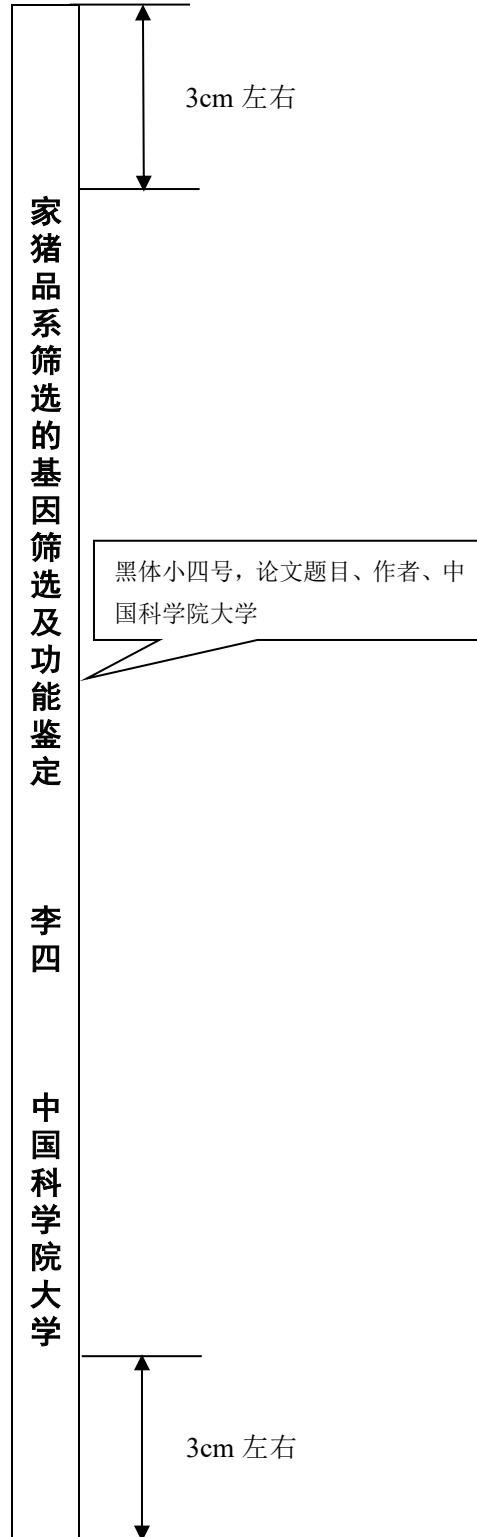
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样张 4

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附件 2

论文格式示例

一、参考文献

(一) 期刊文章/journal

作者.题目.杂志期刊名,出版年度,卷号(期号):开始页码-终止页码.

陈昌福和陈超然. 鱼类三种致病菌的粗脂多糖对异育银鲫的免疫原性[J]. 水生生物学报, 2002, 26(5):483-484.

刘康,王小洁,艾庆辉. 饲喂频率对军曹鱼(*Rachycentron canadum*)生长、摄食率和饲料转化率的影响[J]. 饲料工业, 2010, 31(12):1-3.

陈丙爱,冷向军,李小勤,等. 晶体或包膜氨基酸对鲤鱼的作用效果研究[J]. 水生生物学报, 2008, 32(5):774-778.

Cui Y and Wootton R J. The metabolic rate of the minnow, *Phoxinus phoxinus* (L.) (Pisces; Cyprinidae) in relation to ration, body size and temperature[J]. Functional Ecology, 1988, 2(2):157-161.

Zarate D, Lovell R, Payne M. Effects of feeding frequency and rate of stomach evacuation on utilization of dietary free and protein-bound lysine for growth by channel catfish *Ictalurus punctatus*[J]. Aquaculture Nutrition, 1999, 5(1):17-22.

Betts L R, Taylor C P, Sekuler A B, et al. Aging reduces center-surround antagonism in visual motion processing[J]. Neuron, 2005, 45 (3):361-366.

(二) 会议论文集/conference paper

Benzie J A H, Ballment E, Frusher S. Genetic structure of *Penaeus monodon* in Australia:concordant results from mtDNA and allozymes[A]. In:GallG. A. E., Chen H. (Eds.), Genetics in Aquaculture IV. Proceedings of the Fourth International Symposium[C], 29 April-3 May 1991, Wuhan, China.

辛希孟. 信息技术与信息服务国际研讨会论文集:A 集[C].北京:中国社会科学出版社, 1994.

（三）专著/book

Halver J E and Hardy R W. Fish Nutrition (3rd Edition)[M]. Amsterdam:Academic Press. 2002, pp. 88–90.

XXX 和 XXX. 草鱼生物学与疾病[M]. 北京:科学出版社, 1999:278 页.

（四）专著中某个篇章/chapter in a book

Shigueno K. Shrimp culture industry in Japan[A]. In: Fast A W and Lester L J (Eds), Marine Shrimp Culture: Principles and Practices[M]. Amsterdam:Elsevier. 1992, pp.641–652.

XXX, 原生动物和轮虫. 见: XXX, XXX, 洪湖水生生物及其资源开发[M]. 北京:科学出版社, 1995:64–80 页.

（五）学位论文/thesis or dissertation

Song Z B. Studies on characteristics of otolith microstructure in larval and juvenile grass carp, silver carp, black carp and bighead from the Yangtze River[D]. Dissertation for Doctor of Philosophy. Institute of Hydrobiology, the Chinese Academy of Sciences, Wuhan, 2000, pp.???

XXX. 四大家鱼仔幼鱼耳石微结构的特征及其应用研究[D]. 博士学位论文, 中国科学院水生生物研究所, 武汉, 2000:??页.

（六）网页内容引用/web page

网页内容可直接在文章中引用, 如“环保风暴导致水产养殖业减少 (http://www.sohu.com/a/197792652_99915178)”

已经录用发表但尚未印出的论文标注“(in press)”或者“(刊印中)”, 同时在“参考文献”中列出。

未发表的资料尽量少引用, 如引用可以标注“(张三, 未发表)”或者“(Carl Smith, personal communication)”或者“(Carl Smith, unpublished)”

二、正文中表达式：/expression

第 3 章第 1 个表达式为例：

$$\tau_1 = \alpha_{11} + \mu_{21}\mu_{31} \quad \dots(3.1)$$