



UNIVERSITATEA BABEŞ-BOLYAI
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FACULTY OF PSYCHOLOGY AND EDUCATIONAL SCIENCES

PSYCHOLOGY - COGNITIVE SCIENCE PROGRAM

GUIDE

on choosing a coordinator for the Bachelor's Thesis and the elaboration of the BACHELOR THESIS

Note:

This guide is the official guide on how to write a Bachelor's Thesis for the Psychology - Cognitive Science Program, Faculty of Psychology and Educational Sciences, Babeş-Bolyai University, elaborated on the 15th of October, 2024



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1. GENERAL

The Bachelor's Thesis is an essential component of the evaluation process of the candidates for a Bachelor's Degree in Psychology. The thesis tests the student's ability to develop and write an individual and independent **RESEARCH PROJECT (PROPOSAL)** according to the norms imposed by the scientific community.

A Bachelor's Thesis must demonstrate the student's familiarity with the relevant scientific literature, be methodologically correct, accurate in data analysis and argumentation, have a logical structure, and be written coherently in scientific language. The aspect and form of the manuscript of the thesis should also follow academic standards. This GUIDE for preparing the BACHELOR THESIS has been developed based on the APA Publication Manual, 7th Edition. The Guide can also be found at the following webpage: <https://psiedu.ubbcluj.ro/51-examen-licenta>

This GUIDE aims to provide students with general information on how to write a Bachelor's Thesis to meet the fundamental standards of scientific research so that it can be approved for oral presentation and defense. The first part of the guide outlines **the general requirements and how to choose a coordinator for the bachelor thesis**. The second part of the guide presents **specific requirements** for different types of research. Failure to fulfill these requirements will result in elimination from the final Bachelor Thesis examination.

The students are fully responsible for complying with these requirements when drafting and writing their bachelor's thesis. Failure to comply with these guidelines will result in the rejection of the student's application to orally present and defend the bachelor's thesis in front of the bachelor's exam committees for the specialization PSYCHOLOGY—COGNITIVE SCIENCE, Babes-Bolyai University.



2. CHOOSING A COORDINATOR FOR THE BACHELOR THESIS

The elaboration of the bachelor's thesis by each student candidate for the title of "BACHELOR DEGREE IN PSYCHOLOGY" will be coordinated by a member of the Department of Psychology or the Department of Clinical Psychology and Psychotherapy or a member of the teaching staff involved in the specialization PSYCHOLOGY - COGNITIVE SCIENCE. The coordinator must have at least the teaching position of University Lecturer (Lector Universitar) or have the title of doctor in the case of associate teaching staff. In the case of all papers, there has to be one coordinator specialized in Psychology. This means that if the student, for example, opts for a coordinator specialized in Linguistics, the student must also choose a co-coordinator specialized in Psychology. If the desired coordinator is a doctoral student, this doctoral student will have the role of co-coordinator, and the main coordinator will be a teaching staff member with the minimum position of University Lecturer. The coordinator/co-coordinator of the thesis will become a tutor and evaluator in semester 2, year 3, in the discipline of Professional and research practice (preparing the final thesis).

The choice of the coordinator of the bachelor's thesis will be made until the **2nd of December, 2024**, as follows:

1. Each student will choose a coordinator from a list of existing coordinators for the current academic year, considering the above-mentioned requirements and each potential coordinator's research interests/themes. To identify a coordinator, the student can refer to the About Us—Members section of the Department of Psychology website (<http://psychology.psiedu.ubbcluj.ro/ro/despre-noi/membri>) and the Presentation—Members and Collaborators section of the Department of Clinical Psychology and Psychotherapy website (<https://clinicalpsychology.psiedu.ubbcluj.ro/prezentare/membri-si-colaboratori/>).
2. Each student will contact the potential coordinator to request their agreement to coordinate the thesis, specifying full name and specialization, and presenting in writing a research idea (research question or objective, 2-3 bibliographical references consulted - maximum one page). The e-mail address of the potential coordinator is provided in the About Us - Members section of the Department of Psychology website



- (<http://psychology.psiedu.ubbcluj.ro/ro/despre-noi/membri>) and the Presentation - Members and Collaborators section of the Department of Clinical Psychology and Psychotherapy website (<https://clinicalpsychology.psiedu.ubbcluj.ro/prezentare/membri-si-colaboratori/>).
- Once the student has obtained a coordination agreement from a potential coordinator, the student will complete a **Request for the Assignment of Undergraduate Thesis Coordinator** (see Appendix 1). This request must be submitted by **the 2nd of December, 2024**, via a Google form (<https://forms.gle/R6DbU2UJrXcdUn4s6>).
 - Students who, by **the 2nd of December, 2024**, have not requested and contacted a potential bachelor thesis coordinator will submit a request for assignment of a coordinator by default. This request is shown in Appendix 2 and will be completed and submitted via a Google form (<https://forms.gle/WZDKZH21ggDSV1EdA>). The deadline to submit this request is the **2nd of DECEMBER, 2024**. If an application has not been submitted by this deadline, the student will only be able to attend the next session of the bachelor exam as long as they meet the deadlines associated with that session. The results of the default assignment of a coordinator request will be announced in January 2025.
 - The deadlines for the preparation of the bachelor's thesis are established by the thesis's coordinator. In case no such deadlines are set, the student will send to the coordinator the content of the bachelor thesis as follows:
 - the 15th of April, 2025 - Deadline for the submission of the first document on the bachelor thesis requested by the coordinator
 - the 31st of May, 2025 - Deadline for the submission of the second document on the bachelor thesis requested by the coordinator
 - Once the deadlines for submitting valid applications for a bachelor's degree examination session have passed, changing the bachelor's degree thesis coordinator for that session is impossible. Once Application 1 has been submitted and a coordinator has been assigned by default, it is no longer possible to change the coordinator chosen or assigned by default for the current session.

Details of this procedure can be requested at bachelorthesis@psychology.ro.



The choice of the coordinator of the undergraduate thesis for the **February 2026 Session** will be made by the **1st of July 2025**, as follows:

1. Each student will choose a coordinator from a list of existing coordinators for the current academic year, considering the requirements mentioned above for the teaching position and research interests/themes proposed by each coordinator. To identify a coordinator, the student can refer to the About Us - Members section of the Department of Psychology website (<http://psychology.psiedu.ubbcluj.ro/ro/despre-noi/membri>) and the Presentation - Members and Collaborators section of the Department of Clinical Psychology and Psychotherapy website (<https://clinicalpsychology.psiedu.ubbcluj.ro/prezentare/membri-si-colaboratori/>).
2. Each student will contact a potential coordinator to request their agreement to coordinate the thesis, specifying full name and specialization and presenting in writing a research idea (research question or objective, 2-3 bibliographical references consulted - maximum one page). The e-mail address of the potential coordinator is provided in the About Us - Members section of the Department of Psychology website (<http://psychology.psiedu.ubbcluj.ro/ro/despre-noi/membri>) and the Presentation - Members and Collaborators section of the Department of Clinical Psychology and Psychotherapy website (<https://clinicalpsychology.psiedu.ubbcluj.ro/prezentare/membri-si-colaboratori/>).
3. Once the student has obtained a coordination agreement from a potential coordinator, the student will complete an **Application for Assignment of Undergraduate Thesis Coordinator** (see Appendix 5). This request must be submitted via a Google form by **July 1st, 2025** (<https://forms.gle/Za2pMFV4cC9dDgDm7>).
4. Students who, by the **1st of July 2025**, have not requested and contacted a potential thesis coordinator will submit a request for an assignment of a coordinator by default. This request is shown in Appendix 6 and will be completed and submitted via a Google form (<https://forms.gle/TEtnmS99fMtNCtkA9>). The deadline for submitting this request is the **15th of July 2025**. The results of the applicant students to be randomly assigned to a coordinator will be announced at the end of July 2025. If an application has not been submitted by this deadline, the student will only attend the next bachelor exam session as long as they meet the deadlines associated with that session.



5. The deadlines for the preparation of the bachelor's thesis are established together with the coordinator of the bachelor's thesis. In case no such deadlines are set, the student will send to the coordinator the content of the bachelor thesis as follows:

- the 15th of November, 2025 - Deadline for the submission of the first document on the bachelor thesis requested by the coordinator
- the 31st of December, 2025 - Deadline for the submission of the second document on the bachelor thesis requested by the coordinator

Once the deadlines for submitting valid applications for a bachelor's degree examination session have passed, changing the bachelor's degree thesis coordinator for that session is impossible. Once Application 1 has been submitted and a coordinator has been assigned by default, it is no longer possible to change the coordinator chosen or assigned by default for the current session.

Details of this procedure can be requested at bachelorthesis@psychology.ro.



3. GENERAL REQUIREMENTS

3.1. WRITING THE BACHELOR THESIS

The bachelor thesis has a minimum of 30 pages and a maximum of 40 pages, excluding the cover page, title page, table of contents, list of references, and appendices. The thesis must be written electronically, in Microsoft Office Word, version 2013-2019, according to the following format: document type: doc or docx, page setting A4, margins of 2.54 cm (or 1 inch), line spacing at one and a half lines (1.5), font Times New Roman, font size 12 points. The paper must be submitted in the format required by the Bachelor Exam registration procedure, as posted on the faculty website: <https://psiedu.ubbcluj.ro/51-examen-licenta>. The version submitted for registration for the Bachelor Exam must be identical to the one submitted to the coordinator.

3.2. Structural elements of the BACHELOR THESIS

The license thesis must include the following:

3.2.1 Cover page	Mandatory
3.2.2 Title page	Mandatory
3.2.3 Abstract	Mandatory
3.2.4 Contents page	Mandatory
3.2.5 Main text of the research project	Mandatory
3.2.6 Reference list	Mandatory
3.2.7 Appendices	Where appropriate

3.2.1. Cover page: This page must follow the format presented in **Appendix 1** of this guide. It will include affiliation to an undergraduate program, type of paper (BACHELOR THESIS; Times New Roman font, font size 20pt), the graduate's name and surname, and the city and year in which the Bachelor Thesis examination is held.



3.2.2. Title page: The title page must follow the format presented in **Appendix 2** of this guide. It will include the following: affiliation to an undergraduate program, the title of the paper (Times New Roman font, font size 20pt), information about the paper's coordinator (academic title, first name, last name), the name and surname of the graduate, and the city and year in which the undergraduate examination is held.

The paper's title should concisely state the main theme and identify the theoretical aspects, the variables examined, or the relationship between them. The title should be a maximum of 15 words.

3.2.3. Abstract page: it must include the abstract in English (maximum 250 words), respectively, between 3-5 keywords relevant to the topic addressed in the thesis.

3.2.4. Contents page: must include all headings and subheadings of the sections of the main text of the research project and the related title page.

3.2.5. Main text of the thesis: Chapter 3.3 of the present guide will describe the details and chapter organization of the main text of the thesis.

3.2.6. Reference list: The requirements for writing the reference list are described in chapter 3.4 of this guide (according to the APA Publication Manual 7th Edition).

3.2.7. Appendices to the bachelor thesis is a section of the thesis. This section may include material additional to the paper's content, such as measuring instruments, extra illustrations, information related to lengthy methodological procedures, calculation formulae, etc., which is essential in clarifying the thesis's content but requires more than two pages of space. Each type of supplementary material shall be included in a separate appendix. The appendices shall be



numbered using Arabic numerals and letters. Each appendix must also include a title summarizing the content of the appendix.

3.3. Organization by chapters of the main text of the BACHELOR THESIS

The main text is a research project that must include the following sections, in this order: Introduction (3.3.1). Method (3.3.2), Results (3.3.3), Discussion (3.3.4) and Conclusions (3.3.5). These components are to be organized into chapters and sub-chapters as follows:

3.3.1. Introduction is the first chapter of the license thesis, and it will be outlined as follows:

CHAPTER 1. INTRODUCTION

This should include:

1.1. Problem statement. This section presents the specific problem to be investigated based on a thorough scientific literature review. The problem identified must necessarily fall within the field of psychological research, even if the paper has a multidisciplinary focus.

1.2. Presentation of relevant literature. This should be done while highlighting the logical continuity between previous research, theories, and existing paradigms and the proposed research endeavor. This presentation can be organized/achieved by using sections and subsections according to the constructs/variables chosen to be studied. The sections will be numbered 1.2.1., 1.2.2. etc., and the subsections will be numbered 1.2.1.1., 1.2.1.2, 1.2.1.3. etc.

1.3 Specify the research objective(s), and each hypothesis formulated and provide a theoretical argument on how it was derived from theory or logically connected to previous studies.

1.4. Contributions of the identified research problem. This section presents why the identified research problem requires new research, the relevance of the proposed research to the field under investigation, and possible theoretical, methodological, financial, or practical implications. The



author will present this justification according to the type of research (experimental study, case study, etc).

This part constitutes half of the pages allocated to the main content of the bachelor thesis.

3.3.2. METHOD is the second chapter of the bachelor's thesis, and it will be outlined as follows:

CHAPTER 2. METHOD

This section should describe the study's design in detail, including the conceptual and operational definitions of the variables used in the study.

The Method chapter should include information about:

2.1. Research design: presenting the type of research design, listing the variables included in the study (which are the variables) and their operationalization.

2.2. Participants: being a research project, the bachelor thesis must contain relevant information in terms of the feasibility of the proposed study, such as the number of participants in the study, the characteristics of the sample by describing the essential characteristics of the sample (especially those characteristics that may be important in interpreting the results), and the sampling procedure by describing the procedures for selecting participants and the sampling method.

2.3. Measuring instruments: description of the methods used to collect the data to show their psychometric rigor (where applicable) and how they operationalize the psychological constructs described in the objectives and/or the hypotheses formulated.

2.4. Procedure: depending on the type of research design, this involves describing how the research is carried out, the protocol of the interventions carried out at a level of detail that allows their application/replication by another researcher or research group, and how the study's procedure complies with the ethical requirements for conducting research in Psychology (see section 8 Research and Publication from the Ethical Principles of Psychologists and Code of Conduct, <https://www.apa.org/ethics/code>).



3.3.3. Results is the third chapter of the bachelor's thesis, and it will be outlined as follows:

CHAPTER 3. RESULTS

This section summarizes and justifies the use of descriptive and inferential statistical analyses in relation to the hypotheses and research design. The author should report **the data analysis protocol** in as much detail as possible to allow verification of how the study's hypotheses are being tested and to justify the conclusions drawn. If the statistical tests to be applied are presented, the author shall also specify the effect size indicators that could be calculated if data collection is employed. The author shall also present the **expected results** and their psychological meaning.

3.3.4. Discussion is the fourth chapter of the thesis, and it will be outlined as follows:

CHAPTER 4. DISCUSSIONS

This section evaluates and interprets the expected results' implications, with the thesis's author referring to the proposed hypotheses. They will examine and interpret the expected results and make inferences based on them regarding the identified research problem. The interpretation and problematization of the results obtained based on the data analysis should be reflexive by referring to the concepts and theoretical considerations described in the Introduction section. This **Discussion** section should include a potential answer to the research question based on the analysis presented in the Results section.

The author will also present the expected results' theoretical, methodological, and/or practical implications.

The limitations of the proposed research approach and future research directions should be presented and discussed based on the expected results presented in **CHAPTER 3. RESULTS**.



3.3.5. Conclusions of the research is the fifth chapter of the thesis, and it will be noted as follows:

CHAPTER 5. RESEARCH CONCLUSIONS

This section summarizes in 3-5 paragraphs the main objective of the study, the main expected results, and how the proposed research can answer the questions raised without presenting details that are also found in other sections of the thesis. Also, in this chapter, the author has the opportunity to specify possible immediate practical or theoretical applications/implications of the expected results.

3.3.6. Clarifications on the coherence and continuity of the sections of the BACHELOR THESIS

The student will look for coherence and continuity between the information in the different thesis sections. Put simply, it is essential to link the information in one section and the information in the adjoining (preceding, subsequent) sections as clearly as possible. Specifically, it should be clear from the Introduction what is the state of the literature on the constructs of interest (what is known), what are the limitations and gaps (unknowns) in the literature, and why it would be essential to elucidate them (e.g., it is known that X is associated with Y in context A, but it has not been investigated whether this is also true in context B. It would be essential to determine whether the relation holds also for context B because....). Starting from the existing literature's shortcomings/limitations/gaps, an objective should be formulated to fill one or more of these limitations/gaps (e.g., Our objective is to determine whether X associates with Y in context B). Then, the hypotheses must expressly state what we expect to achieve with respect to that objective. Subsequently, the research design and data analysis methods must be appropriate to test the hypotheses (e.g., it is not appropriate to propose a correlational research design if the objectives/hypotheses formulated specify causal relationships). The discussion should be consistent with the research problem identified in the introduction (e.g., to what extent the proposed study would contribute to filling a gap/limitation identified in the literature), the



formulation of the objective, hypotheses, and study design (e.g., one cannot discuss about the clarification of causal mechanisms if the research design was correlational).

3.3.7. Citation of the references included in the text of the Graduate's bachelor thesis

The elaboration of a scientific paper, and implicitly of **the research project proposed as a BACHELOR THESIS**, is inevitably based on ideas, theoretical models, methods, tools, and statistical analyses taken from other bibliographical sources of the literature. To avoid plagiarism and copyright infringement, the candidate will include references to their source in the thesis's text. The use of ideas, expressions, definitions, arguments, etc., belonging to an author or artificial intelligence software other than the author of the thesis is done: a) in the form of quotations or b) by paraphrasing (i.e., reproducing an idea in the author's own words). In both cases, the bibliographical information of the source must be indicated - in the form of a reference list included in the thesis.

The method of citing previous work can be accomplished according to the APA Publication Manual, 7th edition. In addition, the student will adhere to the APA Publication Manual, 7th ed, for the entire thesis's content and structure.

Examples of citing other sources within the main text are:

i. Single author

Name and year: X has been shown to be associated with Y (Author, year)

Year only: Author (year) indicated that



ii. Two or more authors

When a paper has two authors, the bachelor thesis author must cite both authors' names whenever the reference appears in the text.

When a paper has more than three authors, the author of the thesis must cite the name of the first author followed by the phrase et al. (without italics and with a period after al) and the paper's year of publication in parentheses.

iii. Two or more works cited

The candidate must arrange the citations alphabetically based on the first author's name. Two or more works by the same author (or group of authors) published in the same year will be marked by adding an "a", "b" and so on after the year of publication.

iv. Works without an identified author or anonymous author

When a paper does not have an identified author, the candidate must cite the paper's title and the year. Place the title of the article, chapter, or web page in quotation marks and italicize the name of the journal, book, booklet, or report:

... on organizational commitment ("*Study Report*", 2011)

... the book *Motivation Correlates* (2011)

v. Number of pages in citations

In order to cite a specific part of a particular source, the candidate must indicate the page, chapter, figure, table, or formula. The page number will always be given:

(Johnny, 2011, p. 13)



vi. Secondary sources

When the original sources are not available in physical format (in a language you can understand and when the original material is no longer available, such as very old materials that are out of print or historical documents), the candidate must mention the second source in the reference list and mention in the text the original work and cite the secondary source:

... report by Minnie (cited in Smith, 2011).

This takes the form of Name (Year, as cited in Name, Year) in a sentence and (Name, Year, as cited in Name, Year) in a parenthetical citation in the text. The first information cites the original material, while the last cites the candidate's reading material.

3.3.8. Footnotes

Footnotes within the main text of the research approach are used to provide additional information or to confirm copyright status.

3.4 Reference List of the Bachelor Thesis

The reference list appears at the end of the paper in the **REFERENCE LIST** chapter. This chapter will include all citations in the thesis text in alphabetical order by the first author's name. This list should include all works cited within the main text of the research proposal regardless of the section (Introduction, Method, Results, Discussion, and Conclusions).

References should adhere to the following format from the APA Publication Manual, 7th edition (<https://apastyle.apa.org/style-grammar-guidelines/references/examples>):



3.4.1 Journals (selective examples)

An article from a scientific journal with a single author:

Author, A. A (year). Article Title. *Journal Title*, Volume(Number), pp-pp. doi: xx.xxxxxxxxxxxxxxx

An article from a scientific journal, including from 2 to 20 authors (list the names of all 20 authors in the order listed in the bibliographic source):

Author, A. A, Author, B. B., & Author, C. C. (an). Article Title. *Journal Title*, Volume(Number), pp-pp. doi: xx.xxxxxxxxxxxxxxx

An article from a scientific journal, which includes more than 20 authors (list the names of all the first 19 authors in the order listed in the bibliographic source; the first initial of the 19th author's first name will be followed by ... last author's first initial, first initial of the last author's first name):

Author, A. A, Author, B. B., Author, C. C., Author, D., Author, E., Author, E., Author, F, Author, G., Author, G., Author, C. C., Author, C. C., Author, C. C., Author, C. C., Author, C. C., Author, C. C., Author, C. C., Author, C. C., Author, C. C., Author, C. C., Author, C. C., Author, C. C., Author, C. C., Author, Z. Z. (year). Article Title. *Journal Title*, Volume(Number), pp-pp. doi: xx.xxxxxxxxxxxxxxx

A scientific journal article that does not have a DOI URL:

Autor, A. A., & Autor, B. B. (in press). Article title. *Journal Title*.
<http://cogprints.org/5780/1/ECSRAP.F07.pdf>

3.4.2. Books (selective examples)

Book author:

Author, A. A. (year). *Title of the work*. Publisher.

Book publishers:



Autor, A. A., & Autor, B. B. (Eds.) (year). *Paper title*. Publisher.

Online book:

Author, A. A. (year). *Paper title*. Publisher. <http://www.xxxxxxx>

3.4.3. Book chapters (selective examples)

Autor, A. A., & Autor, B. B. (an). Chapter title. In A. Editor, B. Editor, & C. Editor (Eds.), *Title of the book* (pp. xxx-xxx). Publisher

Autor, A. A, & Autor, B. B. (year). Chapter title. In A. Editor, B. Editor, & C. The Editor (Eds.), *Book title* (pp. xxx-xxx). Publisher. <http://www.xxxxxxx>

3.4.4 Conferences and symposia (selective examples)

Presenter, A. A. (year, month, day/days). *Title of paper or poster* [[Conference presentation] or [Conference session], [Paper presentation], [Poster session], [Keynote address]]. Conference name, Location. <https://c>

3.4.5 Unpublished works (selective examples)

Author, A. A. (an). *Title* ["Unpublished manuscript", or "Manuscript submitted for publication", or "Manuscript in preparation"].

Author, A. A. (an). *Manuscript title* [Unpublished doctoral dissertation]. University of XXXX.

For a detailed description of the procedure for citing other types of papers than those presented in this Guide, the author of the bachelor thesis should consult the APA Publication Manual, 7th Edition. Manuals can also be requested from the thesis coordinator.



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The APA citation and reference listing standards for students, as outlined in the APA Publication Manual, 7th edition, can be found at <https://apastyle.apa.org/style-grammar-guidelines/reference> and <https://apastyle.apa.org/style-grammar-guidelines/references/examples>, as well as in the materials provided by the thesis coordinator.



4. SPECIFIC REQUIREMENTS

The thesis may contain one or more of the following types of research:

- 4.1. Experimental and quasi-experimental research
- 4.2. Observational research, correlational study
- 4.3. Qualitative research
- 4.4. Applied research
- 4.5. Meta-analysis
- 4.6. Narrative and systematic review

4.1. Experimental and quasi-experimental research

4.1.1. Suitability of research

- the work addresses problems that are accessible through experimental or quasi-experimental research;
- the level of analysis is appropriate to the research objective;
- the experimental design should take into account the requirements of the phenomenon/event addressed and the research objectives;
- use experimental tasks appropriate to the topic and experimental design;
- use appropriate samples that allow generalizability of data;
- the research hypothesis must be falsifiable; the hypothesis must be logically inferred from the verified theory;
- the operationalization of the dependent variable is adequate to highlight the effect of the experimental manipulation;
- take into account possible errors that may affect the ecological validity.

4.1.2. Experimental control



- control and experimental groups are selected according to the experimental design;
- use a randomized sampling procedure or show that the compared samples are similar.

4.1.3. Manipulation validity

- the manipulation of the construct or intervention is correctly operationalized and is consistent with the hypothesis inferred from the theoretical model;
- avoid experimental manipulation errors;
- avoid confounding between effects due to the variable that was manipulated and effects due to other external variables that were not taken into consideration;
- the effect of the manipulation or intervention is sufficiently strong to produce measurable effects; if necessary, checks should be made on the effect of the manipulation.
- the modes of the variables on which we make inferences are plausible in terms of the population and the experimental design.

4.1.4. Error control

- identify and reduce (if possible) research errors that affect **internal validity** (e.g., instrument used, group maturation, selection, regression, confounding variables, experimental death, etc.);
- identify and reduce (if possible) errors that affect the **validity of the statistical conclusions** (e.g., item analysis, fidelity of the experimental design, irrelevant random variables present in the experimental situation, heterogeneity of subjects, etc.);
- identify and reduce (if possible) errors that affect **construct validity** (e.g., insufficient definition, confusing construct with construct levels, etc.);
- in the case of laboratory studies, the adequacy of the simulated situation in an artificial environment for the essential dimensions of the process or phenomenon studied is analyzed, and the study's limitations with regard to generalization to ecological situations are presented.



4.1.5. Conclusions

- when presenting the conclusions to take into account the potential effect of variables other than those manipulated;
- the interpretation of results should take into account important contextual and situational factors.

4.2. Observational research, correlational study

4.2.1. Suitability of research

- address problems that are accessible through non-experimental studies;
- use a design appropriate to the constraints of the topic;
- in correlational studies, focus on the critical variables (which we know could influence the behavior under study);
- in correlational studies, specify the relationship between the different variables;
- for proposals that allow causal relationships to be studied, the direction of the causal relationship is consistent with data provided by the relevant literature and is evaluated with appropriate statistical procedures.

4.2.2. Error control

- to control research errors as much as possible;
- in the case of longitudinal studies, the student should logically justify the timing of measurements;
- correctly emphasize the arguments for the validity of the causal relationship;
- where appropriate, to identify and evaluate effects such as partial correlation or multiple correlation;
- explain, where appropriate, the exclusion of relevant variables from the study;
- whether to assess non-linearity (the presence of a non-linear relationship between the variables under study).



4.2.3. Conclusions

- consider the effect of relevant variables when presenting the conclusions;
- the interpretation of results should take into account important contextual and situational factors.

4.3. Qualitative research

4.3.1. Suitability of research

- address issues that are accessible through qualitative methods;
- clearly define the issues to be discussed in the study;
- correctly apply the method and techniques of analysis;
- use qualitative methods that are consistent with the topic, the purpose of the study, and the design used (e.g., observation, interview, etc);
- correctly apply and clearly describe the analytical procedure;
- contain a description of the details so as to allow possible replication of the study;
- consider the advantages and disadvantages of the chosen method and research design.

4.3.2. Conclusions

- develop and clearly define conceptual categories;
- link the study findings to the problem addressed and the methods used;
- specify and explain the links between concepts or categories of concepts;
- when interpreting results, consider relevant contextual and other explanatory factors.

4.4. Applied research

4.4.1. Suitability of research

- address issues relevant in practice;



- critically analyze the solutions proposed in the literature in terms of their appropriateness to the problem at hand;
- consider the pros and cons of the solution proposed by their research;
- use an appropriate research approach to verify the proposed solution;
- use a context (e.g., situation, occupation, organization) appropriate to the problem addressed in the study that allows the proposed solution to be generalized;
- correctly operationalize the addressed construct (consistent with the literature and theory so that the proposed operationalization is justified);
- all measurements must be justified by purpose, theory, and previous research; all variables relevant to the problem under study must be measured;
- if possible, use accessible, standardized, and well-documented instruments;
- provide detailed explanations when applying new tests or instruments.

4.4.2. Conclusions

- analyze the value of the proposed solution to the practical problem;
- address the limits and scope of the proposed solution.

4.5. Meta-analysis (<https://apastyle.apa.org/jars/quant-table-9.pdf>)

4.5.1. Suitability of research

- present the problem or relationship(s) under investigation;
- present the formulated hypotheses and mention those that have already been addressed in the literature, including references to: (a) research questions about relevant participant characteristics, independent variables, identification of possible confounding variables, dependent variables, and other characteristics of the research designs of previous empirical studies and (b) review or meta-analytic methods and inclusion methods used in previous and the present study;
- present the protocol chosen for the meta-analytic study;



- present the criteria for selection, inclusion, and exclusion of studies to be subjected to meta-analytic techniques;
- present the sources from which studies were sought and the reasoning for their choice;
- describe the selection and the decision-making process towards including the studies subject to the meta-analysis techniques;
- describe the methods used to extract data from empirical studies (types of data, coding schemes for empirical studies, expertise of those who will perform data extraction and coding of empirical studies);
- describe the methods used to assess risks/threats/factors negatively impacting internal validity for the empirical studies sampled;
- describe the statistical methods for calculating the effect size, the type of metrics and formulas used to calculate the effect size;
- describe the narrative and statistical methods used to analyze the sampled studies, the methods used to combine the effect sizes from the empirical studies in the selected sample, and the model used to estimate heterogeneity of effect size (e.g., fixed-effect/fixed-effect or random-effects/ random-effects);
- address publication bias and selective bias;
- present the expected results of the research using a graphical illustration of how the empirical studies were selected, summarizing the characteristics of the included studies, the results of these individual studies, and a synthesis of the results of the application of meta-analytic techniques.

4.5.2. Research findings

- present a summary of the main results expected and describe the extent to which these results/conclusions could be generalizable (external validity issues), addressing implications for similar populations, other contexts, other independent/predictor and dependent/criterion variables;
- interpret the results in the light of previous evidence and existing literature;
- address implications for future research, theory, policy, and practice.



4.6. Narrative and systematic review

(<https://www.annualreviews.org/doi/pdf/10.1146/annurev-psych-010418-102803>;
<https://apastyle.apa.org/jars/qual-table-2.pdf>)

4.6.1. Suitability of research

- address issues that are accessible through a systematic narrative review;
- describe the methodology used and the rationale for its choice: when and how the studies included in the review were identified, terms or keywords used in the search for studies to be reviewed, inclusion and exclusion criteria used;
- present the extent to which efforts will be made to identify and include both published and unpublished work and the steps taken to minimize bias and error in the selection of studies to be reviewed;
- include a graphical representation/diagram of the approach to be followed in identifying, sorting, and analyzing the literature (e.g., the diagram from the PRISMA methodology);
- summarize and critically interpret the results of the analysis using a clear and logical structure;
- discuss the results obtained and provide an interpretation that goes beyond a simple review of the studies analyzed;
- include alternative explanations of the results;
- discuss the current state of the literature on the topic, as well as the existing disputes in the literature that the narrative review set out to address;
- discuss research contributions to the literature;
- consider how the quality of sources or the analytical process adopted may impact the results.

4.6.2. Conclusions

- summarize the results and the significance of the research;
- present how the results can be (best) used;



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- present the constraints/limits of transferability/generalizability of results to other contexts;
- address implications for future research, theory, policy, and practice.



5. RESEARCH ETHICS PROVISIONS

If a member of the bachelor's degree committee identifies, during the evaluation of the bachelor's thesis, both before and during the submission, serious breaches of ethics and good conduct in scientific research and academic activity, including plagiarism of results or publications of other authors, then the member of the bachelor's degree committee is obliged to take the following measures: a) to refer the case to the Ethics Committee of the Babeș-Bolyai University in order to analyze and solve the case, which can include **expelling the student**, according to art. 306-310 and 318-322 of the National Education Law no. 1/2011 and the provisions of Law no. 206/2004 on good conduct in scientific research, technological development, and innovation, with subsequent amendments and additions; b) to notify all members of the committee of the misconduct and recommend assigning **a grade of 'Unsatisfactory.'**



Appendix 1

**APPLICATION FOR CHOOSING THE SUBJECT OF THE BACHELOR THESIS
 AND THE THESIS COORDINATOR**

(Application 1)

I,, student at the **Faculty of Psychology and Educational Sciences**, Psychology-Cognitive Science program, in the 3rd year of study/ extended studies/graduate without a bachelor's degree, with matriculation number, email (student address ubbcluj.ro or another valid email address if the student ubbcluj.ro adress is not functional):

During the **June 2025** session, I would like to defend **the BACHELOR THESIS** with the following title:

with the thesis coordinator/supervisor (in the case of co/tutorial coordination) being:

At the same time, I acknowledge and accept responsibility for following the guidelines regarding the elaboration of the thesis agreed upon with the thesis coordinator/supervisor of my work (deadlines, quality indicators, etc.), and I accept responsibility for the consequences of not respecting the agreed deadlines.

Cluj-Napoca,

Student/ Graduate,

(date of application)

(name, surname, signature, either handwritten or digital/electronic)

Note:

Once completed, save this document as a PDF or scan it with the following name:
 LastNameFirstNameStudent_MatriculationNumber

Upload it on the following form <https://forms.gle/D2ELXA95xpyZtBuPA> by the **2th of December, 2024**.



Appendix 2

**REQUEST FOR THE DEFAULT ASSIGNMENT OF A THESIS
 COORDINATOR/SUPERVISOR**

(Request 2)

Dear Dean,

I,, student at the **Faculty of Psychology and Educational Sciences**, Psychology-Cognitive Science program, in the 3rd year of study/ extended studies/ graduate without a bachelor degree, with matriculation number, email (student address ubbcluj.ro or another valid email address if the student ubbcluj.ro adress is not functional):

I kindly request your approval for the *default* assignment of a coordinator for the preparation of a bachelor's thesis with the title/theme:

for the **June 2025** session.

Cluj-Napoca,

Student/ Graduate,

(date of application)

(name, surname, signature, either handwritten or digital/electronic)

Note:

Once completed, save this document as a PDF or scan it with the following name:
 LastNameFirstNameStudent_MatriculationNumber

Upload it in the following form <https://forms.gle/KPgywnHoRzpK7tLfA> by the **2th of December, 2024**.



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Appendix 3. Cover page

MINISTRY OF EDUCATION
"BABEȘ-BOLYAI" UNIVERSITY OF CLUJ-NAPOCA
FACULTY OF PSYCHOLOGY AND EDUCATIONAL SCIENCES
PSYCHOLOGY - COGNITIVE SCIENCE PROGRAM

BACHELOR THESIS

Graduate:

Name First Name

Cluj-Napoca

2025



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Appendix 4. Title page

MINISTRY OF EDUCATION
"BABEŞ-BOLYAI" UNIVERSITY OF CLUJ-NAPOCA
FACULTY OF PSYCHOLOGY AND EDUCATIONAL SCIENCES
PSYCHOLOGY - COGNITIVE SCIENCE PROGRAM

TITLE OF THE PAPER

Thesis coordinator/supervisor:

Academic Degree First Name Last Name

Graduate:

Name First Name

Cluj-Napoca

2025



Appendix 5

**APPLICATION FOR CHOOSING THE SUBJECT OF THE BACHELOR THESIS
 AND THE THESIS COORDINATOR/SUPERVISOR**

(Application 1)

I,, student at the **Faculty of Psychology and Educational Sciences**, Psychology-Cognitive Science program, in the 3rd year of study/extended studies/graduate without a bachelor's degree, with matriculation number, email (student address ubbcluj.ro or another valid email address if the student ubbcluj.ro address is not functional):

During the **February 2026** session, I would like to defend **the BACHELOR THESIS** with the theme/title:

.....

with the thesis coordinator/supervisor (in the case of co/tutorial coordination) being:

.....

At the same time, I acknowledge and accept responsibility for following the guidelines regarding the elaboration of the work agreed with the thesis coordinator/supervisor of my work (deadlines, quality indicators, etc.), and I accept responsibility for the consequences of not respecting the agreed deadlines.

Cluj-Napoca,

Student/ Graduate,

(date of application)

(name, surname, signature, either handwritten or digital/electronic)

Note:

Once completed, save this document as a PDF or scan it with the following name:
 LastNameFirstNameStudent_MatriculationNumber

Upload it in the following form <https://forms.gle/nn3xQXUKXzZ1DFYK7>, until **the 1st of July, 2025**.



Appendix 6

**REQUEST FOR THE DEFAULT ASSIGNMENT OF A THESIS
 COORDINATOR/SUPERVISOR**

(Request 2)

Dear Dean,

I,, student at the **Faculty of Psychology and Educational Sciences**, Psychology - Cognitive Science program, in the 3rd year of study/ extended studies/ graduate without a bachelor's degree, with matriculation number, email (student address ubbcluj.ro or another valid email address if the student ubbcluj.ro address is not functional):

I kindly request your approval for the *ex officio* assignment of a supervisor for the preparation of a bachelor's thesis with the title/theme:

for the **February 2026** session.

Cluj-Napoca,

Student/ Graduate,

(date of application)

(name, surname, signature, either handwritten or digital/electronic)

Note:

Once completed, save this document as a PDF or scan it with the following name: LastNameFirstNameStudent_MatriculationNumber

Upload it in the following form <https://forms.gle/ejU1fi3zANpGJzbV7> by **the 15th of July, 2025**.