

**Guidelines for Term Papers**  
**at the Department of Exercise and Movement Science**  
**(Prof. Dr. Schöllhorn)**  
**in the Master's Program 'Sport Science - Movement and Wellbeing'**

Institute for Sports Science, Johannes Gutenberg University Mainz

Last update: June 21st, 2022

### **Requirements**

We expect a well-structured, well-written and flawless piece of work so that your term paper will be graded at least 'sufficient' (4.0). You are expected to research the state of the art on a narrowed topic, to present and critically reflect on several scientific studies in a clear and summarized way. In addition, you are finally required to derive consequences from your work for practical applications or further research work.

### **Volume and Formatting**

*Volume.* Your term paper should be 2,000 to 2,500 words long.

*Formatting.* Use paper size DIN A4, one sided. For margins and headings use the default settings of your word processor. Use 1.5 line spacing: in running text. Do not use page breaks between chapters.

*Text Font.* Use a legible font. Many fonts are acceptable, including 11-point Calibri, 11-point Arial, 12-point Times New Roman, and 11-point Georgia. The default font of your word-processing program is acceptable. Use the same font throughout the entire paper. Write body

text in standard (nonbold, nonitalic) font. Use italics sparingly, for instance, to highlight a key term on first use.

*Manuscript Style.* Design your term paper according to the manuscript guidelines of the American Psychological Association (APA):

- You will find advice on the use and formal design of *in-text citations* in the [In-Text Citation](#) section of the APA Style Website.
- How to format and organize your *reference list* can be found in the [Common Reference Examples Guide](#) and the handout on [Creating an APA Style Reference List Guide](#).
- Instructions for formatting, labeling, and annotating *tables and figures* can be found in the [Tables and Figures](#) section of APA's website on manuscript style.

## Research Literature

We expect you to draw your information primarily from internationally published, peer reviewed original research. The included studies should not be older than 5 years, unless they are helpful to show for example the historical development of a topic.

*Sample of relevant literature databases (in alphabetical order)*

[EBSCO](#)

[Google Scholar](#)

[PubMed](#)

[ScienceDirect](#)

[Springer Link](#)

[Research Portal of the Mainz' University Library](#)

[Web of Science](#)

## Review Process:

The first version of the submitted term paper is graded. The term paper must be graded at least "sufficient" (4.0). We will review your paper once and return it to you via email, including the reviewers' comments. Please do not delete these comments/changes when revising. Just work out a second version based on our comments, in which you simply write your changes additionally in the document, so that all comments and remarks remain in it. The grade or

successful participation in the course will not be registered until the corrected version has been submitted and accepted.

## **Plagiarism, Academic Integrity, Copyright**

The following text is a translation with [www.DeepL.com/Translator](http://www.DeepL.com/Translator) (free version) of the german text *Plagiate, Akademische Integrität, Urheberrecht* published by the Johannes Gutenberg-University on July 26th, 2018 on <https://www.studium.uni-mainz.de/pruefungsleistungen-und-urhebergesetz/>.

In the course of your studies you will work scientifically. Should you access external content, please make sure in your own interest that

- these are either available for free use OR
- the copyright holder(s) give you permission for the intended use. Such permission is often granted, provided that reference is made to the scientific context or use for examination purposes at the university.

### *In your own interest*

Please take note of the following explanations when taking examinations at the university.

#### *What is "external content"?*

Extraneous content includes anything you adopt: Text, sound and/or image content from publications (books, journals, etc.), the Internet (including search engines, databases, youtube, etc.) or other media.

#### *What do you have to do?*

Observe the copyright law! Copyright law protects the author in his/her intellectual and personal relations to the work and in the use of the work. According to the Copyright and Related Rights Act (Urheberrechtsgesetz - UrhG), the author of a work acquires sole copyright upon its creation and, in principle, also the resulting rights of use, such as first publication (§ 12 UrhG), distribution (§ 17 UrhG), reproduction (§ 16 UrhG), online use (§ 19 a UrhG), etc., i.e., all rights pertaining to the commercial and non-commercial exploitation of the work. Copyright protects works that represent a personal intellectual creation in the field of literature, science or art (§ 2 UrhG). The concept of creation presupposes a creative process with a certain quality content. If you use other people's content - whether as a quotation or a paraphrase - it is imperative that you observe the provisions of the Copyright Act!

#### *What are you not allowed to do?*

Refrain from plagiarism. It is a word-for-word or analogous takeover from sources (e.g. print, electronic/online) and this is not marked according to the corresponding regulations. If external ideas, work results or formulations are taken over from a source of any kind, it must be clearly and comprehensibly stated from which source the takeover originates and what its scope is.

Anyone who does not indicate the source of a quotation or who illegally claims authorship is guilty of plagiarism. Quotations as well as the use of external sources and aids must be clearly marked.

#### *What happens if you violate copyright and commit plagiarism?*

If you submit plagiarism instead of an independently created examination performance - also in the form of using texts from the Internet without correctly identifying them as borrowed or

copied - you commit a serious violation of basic scientific rules. This constitutes deception. The examination authority has various sanction options up to exmatriculation.

According to § 69 3a i.V.m. Abs. 5 HochSchG, the enrollment of students can be revoked who have been proven to have deliberately attempted deception for the second time when taking university or state examinations.

Failure to comply with copyright law may have legal consequences for you, e.g. you may be required to submit a cease-and-desist declaration under threat of a fine, and you may be charged with the costs of prosecuting and enforcing the claims of copyright holders.

*Where can you get help and information?*

If you are unsure which regulations apply to you, please first contact your examiners or the lecturers responsible for you. In addition, the staff of the Academic Integrity Project is available to assist you. Further information at [www.akin.uni-mainz.de](http://www.akin.uni-mainz.de)