

II. FORMAL REQUIREMENTS FOR THEORETICAL PAPERS

The first two pages of empirical and theoretical papers (as well as the reference list) are identical; however, the structure of the main text differs. Below is a complete description of the formal requirements.

General formatting

The following formatting must be applied **throughout the entire document**:

- Font: Times New Roman
- Font size: 12 pt
- Alignment: justified
- Line spacing: 1.5
- Spacing before and after paragraphs: 0 pt (no empty lines between paragraphs)
(This can be set under Format → Paragraph.)

TITLE
Author's name
e-mail address
University of Szeged
Institute of Psychology
Research Methodology I.
Instructor's name
2026, spring semester

Title page must include:

- Title of the paper (16 pt, ALL CAPS)
- Author's name (14 pt)
- Author's email address
- Name of the institution
- Name of the course
- Instructor's name
- Date (year, semester)

RUNNING HEAD
Abstract
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
Keywords:
xxx, xxx, xxx, x, xxxxx
Plagiarism statement:
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
..... (Name and date)

The second page must include:

- Running head (shortened title, ALL CAPS) in the upper right corner, continued on every page
(can be set in View → Header and Footer)
- Abstract: a single, unstructured paragraph of 5–10 lines (no indentation).
It should concisely contain the most important aspects of the study (research question, sample/groups and instruments, procedure, results, conclusion).
- 3–5 keywords following the abstract
- At the bottom of the page: the plagiarism statement (verbatim)

The main text

The main text begins on the **third page**. The text is continuous; individual subsections do **not** begin on separate pages.

RUNNING HEAD Title XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX
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- The title appears centered and retyped
- The word “Introduction” does **not** appear as a subheading
- Page numbering starts on this page (page 1)
 - Format: bottom of the page, centered (Insert → Page Number)

In the main text, consistent use of paragraphs is required:

- Each paragraph is indented
- First-line indent: 1.25 cm (set in Format → Paragraph)

For **theoretical papers**, the discussion is a content unit, but **it must NOT appear as a separate subheading after the introduction**.

The structure is determined by the logical progression of ideas.

(Unlike empirical papers, which follow APA-prescribed structure.)

The text should be divided using subheadings where appropriate, and further subdivisions if necessary.

Closing sections

The paper ends with the list of references used and any appendices. These pages are also numbered but do not belong to the main text.

RUNNING HEAD References XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXX
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References

(centered, bold)

- ALL sources cited/referred to in the text must be listed here
- HOWEVER: only sources actually cited in the text may be included
- The formatting of in-text citations and the reference list must follow the institute’s specified format (see the document “Cite correctly”)

Format:

- Hanging indent: 1.25 cm (second and subsequent lines of each reference are indented)

Appendices

(Appendices may also be included in theoretical papers)

- Subheading: centered, bold
- Appendices may only be included if they are referred to in the text

RUNNING HEAD	
Appendices	
1.	xxxxxxxxxxxxxxxxxxxxxx
2.	xxxxxxxxxxxxxxxxxxxxxx