

GUIDELINES FOR THE PREPARATION OF DIPLOMA THESES, MASTER THESES AND DISSERTATIONS AT THE DEPARTMENT OF INTERNATIONAL LAW

Guidelines for the writing of written works

A. Structure of the work

1. cover page
2. affidavit (ONLY for diploma thesis/dissertation)
3. table of contents
4. list of abbreviations
5. introduction
6. main part
7. result / conclusions / conclusion
8. bibliography
9. list of legal sources

B. Outline points

A	1.
I	1.1
1	1.2
A	2.
aa	2.1
bb	2.2
b	2.2.1
2	2.2.2
II	
B	

Important: If there is a bullet point A, there must also be a bullet point B etc.
Subdivision into at least 2 points justifies subdivision (A MUST be followed by B)!!!

C. Formalities

- Font: Times New Roman
- Font size: 12
- line spacing: 1.5
- margins left and right: 2,5 cm each

To the individual sections

Introduction

- Relevance of the topic in the context of international law
- Presentation of the problem
- Presentation of the outline

Main part

- The structure of the main part is based on the logical conclusion of the argument

for example:

1. theoretical and legal foundations

a) Terminology / Definitions

b) Legal basis

2. practice (e.g. of the Security Council)

3. legal assessment and classification of practice

Outcome/ Summary/conclusions

- Presentation and evaluation of the results

Bibliography

- Monographs and articles from professional journals
- Internet sources

List of legal sources

- Documents
- Court Decisions

Citation method

1. What must be supported by footnotes?

- Everything that is not its own argumentation or evaluation must be substantiated by literature etc.
- the national and international case law cited in the text (collection of decisions or internet source)
- the legislative material referred to in the text (reference)

2. How must be documented in the footnotes?

- In the case of verbatim quotations, only the source from which the quotation originates is mentioned at the end of the quotation.
- Several proofs can be provided within a footnote if the train of thought (which is reproduced in one's own words) has been addressed in several works. Nevertheless: "footnote trenches" with more than three sources should be avoided.
- In principle, the source in which the relevant argumentation can be found directly must be cited. It is not permitted to fall back on "secondary sources". e.g.: Fescher, *Der völkerrechtliche Vertrag*, p. 32, quoted after Schmalenbach, *Multinationale Unternehmen*, p. 23. This case is a disclosed blind citation which is not permitted in scientific works.
- The phrase "quoted according to:" is permitted in exceptional cases if the author of the original quotation ("...") is known, but his work is no longer accessible in print. In this case, secondary sources can be used with the phrase "Quoted from".

3. How must be quoted in the text?

- Literal quotations must be marked as such ("...").
- The unrecognition of foreign thoughts is one of the greatest sins in science; the work will NOT be evaluated in the event of such an attempt at deception.
- Literal quotations should always be short, i.e. only those passages should be printed which can contribute something to the topic. The abbreviation of a literal quotation or omission of passages is indicated by (...).
- If an original quotation is incorporated into a sentence and this requires a grammatical change to the sentence, this change should be indicated: Example: It is said by Hugo Grotius, he wrote "(be) the father of international law(s)".

4. Examples of source charges in the footnote:

G. Dahm/J. Delbrück/ R. Wolfrum, *Völkerrecht* Vol. I/3, 2002, § 150 marginal II.1.

K. Ipsen, in: *Ipsen* (Hrsg.), *Völkerrecht*, 1999, § 39, Rn. 3.

Ph. Kunig, *Völkerrecht und staatliches Recht*, in: *Graf Vitzthum* (Hrsg.), *Völkerrecht*, 2001, II, Rn. 46ff.

A. Striglmayr, *Wiederaufbau - Probleme der internationalen Verwaltung von Wiederaufbaugebieten*, in: *Humanitäres Völkerrecht* 3 (2000), S. 160.

5. Example of a follow-up quote:

Ipsen (Fn. 10), Rn. 5.

6. Examples for the design of the bibliography:

Doehring, Karl: international law. A textbook, Heidelberg 1999.

Ipsen, Knut (eds.): *Völkerrecht*, 4th edition, Munich 1999. (quote: editor, in: *Ipsen*)

Schmalenbach, Kirsten: The assessment of cross-border military operations against international terrorism, *NZWehrR* 5 (2000), p. 177ff.

ATTENTION! When listing articles in the bibliography, the following must be taken into account: It is important to indicate the page number of the beginning of the essay in the work itself and not the page in the essay from which one has been quoted. Consistency should also **ALWAYS** be ensured! (**Either** indicate the beginning and the end of the essay, e.g. p. 30 - 40, **or** indicate only the beginning of the essay, e.g. p. 30ff.) In any case, **NEVER** give only those pages in the bibliography from which you cite! This belongs in the footnotes!

7. Examples of quotations from the list of legal sources:

a. **Documents**

All international treaties not printed in the Beck-Texte collection need the reference: United Nations Treaty Series (UNTS) or at least the internet source.

b. **Decisions of international courts**

i. International Court of Justice

Corfu Channel Case (Merits), judgment of 9 April 1949: I.C.J. Reports 1949, p. 4 ff.

ii. European Court of Human Rights

Al-Adsani v. The United Kingdom (Appl. no. 35763/97), judgment of 21 November 2001, reprinted: HRLJ 23 (2002), p. 39 ff.

or:

Soering v. United Kingdom, judgment of 30 October 1992, Series A: Judgements and Decisions, Volume 161.

iii. Court of Justice of the European Communities

AETR, Case 22/70, Judgment of 31 March 1971, ECJ [1971] ECR 261 et seq.

8. Dealing with Internet sources

Central sources of the written work are to be included in the diploma thesis / dissertation as a printed appendix.

Other rules to be observed:

- no personalization of the author ("I" form)
- The course of the presentation is explained and justified in the introduction, but not at the end of each chapter with a view to the following chapter (e.g.: "in the following chapter I will now demonstrate that ...").
- Explanations of the legal sources of international law or documents used are generally inappropriate, unless the exceptional nature of the sources requires a reference (e.g. unofficial documents of the United Nations).