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# FINAL PROJECT GUIDELINES (Thesis)



**BACHELOR DEGREE  
OF PHARMACY STUDY PROGRAM  
2022**

# **FINAL PROJECT GUIDELINES**



**BACHELOR DEGREE OF PHARMACY STUDY PROGRAM  
FACULTY OF MATHEMATICS AND NATURAL SCIENCES  
UNIVERSITAS ISLAM INDONESIA  
2022**

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**DEAN'S REGULATION  
FACULTY OF MATHEMATICS AND NATURAL SCIENCES  
UNIVERSITAS ISLAM INDONESIA  
NUMBER ... YEAR ...**

**CONCERNING  
FINAL PROJECT OF BACHELOR DEGREE OF PHARMACY STUDY PROGRAM  
FACULTY OF MATHEMATICS AND NATURAL SCIENCES  
UNIVERSITAS ISLAM INDONESIA**

*Bismillaahirrahmaanirrahiim*

DEAN OF THE FACULTY OF MATHEMATICS AND NATURAL SCIENCES  
UNIVERSITAS ISLAM INDONESIA,

- Considering : a. That the implementation of the final project of the Bachelor Degree of Pharmacy Study Program requires technical regulations
- b. That based on the considerations referred to in letter a, it is necessary to stipulate a Regulation of the Faculty of Mathematics and Natural Sciences of Universitas Islam Indonesia concerning the Final Project of Bachelor Degree of Pharmacy Study Program of the Faculty of Mathematics and Natural Sciences of Universitas Islam Indonesia;
- In view of : 1. Statute of Universitas Islam Indonesia Year 2018;
2. Regulation of Universitas Islam Indonesia NUMBER 2 OF 2017 concerning the Education and Learning Process in Universitas Islam Indonesia;
3. Regulation of the Rector of Universitas Islam Indonesia Number 21 of 2022 concerning the 2022 Curriculum for the Bachelor Degree of Pharmacy Study Program and Pharmacist Professional Program of Faculty of Mathematics and Natural Sciences, Universitas Islam Indonesia
- Noting : Approval of the meeting of the leadership board of the Department of Pharmacy on Wednesday, November 23, 2022 for the Final Project of the Bachelor Degree of Pharmacy Study Program.

**HAS DECIDED:**

- To Stipulate : **DEAN'S REGULATION OF FACULTY OF MATHEMATICS AND NATURAL SCIENCES UNIVERSITAS ISLAM INDONESIA REGARDING THE FINAL PROJECT OF BACHELOR DEGREE OF PHARMACY STUDY PROGRAM OF FACULTY OF MATHEMATICS AND NATURAL SCIENCES OF UNIVERSITAS ISLAM INDONESIA**

## **CHAPTER I**

### **GENERAL PROVISIONS**

#### Article 1: Terms and Definitions

In this regulation, the following terms are defined below:

1. Faculty is the Faculty of Mathematics and Natural Sciences, Universitas Islam Indonesia (FMIPA UII)
2. The Department refers to the Department of Pharmacy of FMIPA UII
3. The Program is the Bachelor Degree of Pharmacy Study Program (BPSP) of FMIPA UII.
4. The Head of the Study Program is the Head of the Bachelor Degree of Pharmacy Study Program of FMIPA UII.
5. The Secretary of the Program is the Secretary of the Bachelor Degree of Pharmacy Study Program of FMIPA UII.
6. Laboratory Heads are Laboratory Heads in the Department of Pharmacy of FMIPA UII.
7. A lecturer is a person who, given his education and expertise, is appointed by Universitas Islam Indonesia as a faculty member with the main task of teaching, researching, and doing community service and *da'wah Islamiyah*.
8. Practitioners refer to health workers who work in institutional fields according to their qualifications and competencies as health workers.
9. Supervisors refer to Main Supervisors and or Co-Supervisors.
10. Academic Advisor (DPA) is a lecturer appointed by the Rector to guide students during their studies in pursuing undergraduate education in accordance with applicable regulations.
11. Students refer to students of Bachelor Degree of Pharmacy Study Program of FMIPA UII
12. The Board of Faculty refers to all permanent lecturers of the Department of Pharmacy of FMIPA UII
13. The Final Project is an assignment to final year students of Bachelor Degree of Pharmacy Study Program, who have fulfilled the final project requirements, to apply their scientific and technological expertise in the field of pharmaceutical sciences to solve the existing problems by writing thesis and thesis proposals.
14. Seminar is an activity to assess the feasibility of a thesis proposal.
15. Comprehension Exam is a type of exam to assess the feasibility of a thesis.
16. Seminar Examiners are Lecturers and/or practitioners, who meet the criteria for assessing thesis proposals, according to the faculty board meeting.
17. Board of Thesis Examiner consists of a Lecturer and/or practitioner who meets the criteria for evaluating thesis according to the faculty board meeting.
18. Final Project Committee is a Committee in charge of managing the implementation of proposal seminars and comprehensive exam in accordance with the predetermined regulations stipulated by the Dean.
19. Final Project Information System (SIM-TA) of Pharmacy is a Final Project information system utilized in the Final Project implementation of PSFPS students.
20. Final Project Supervision includes Supervision session of Thesis Proposal and Thesis by the Main Supervisor and Co-Supervisor with a minimum of 10 meetings. This supervision can be carried out face-to-face, using online platforms, with proof of supervision uploaded to the SIM-TA of Pharmacy.

## **CHAPTER II**

### **DEFINITION, NATURE AND SCOPE**

#### Article 2: Definition of Thesis Proposal and Thesis

1. The final project includes thesis and thesis proposals, which can be in the form of research or literature review.
2. Thesis proposal is a compulsory subject of 1 credit covering activities to prepare for writing a manuscript of research proposal or literature review proposal under the supervision of a designated supervisor.
3. The undergraduate thesis is a compulsory course with 5 credits in the form of research or literature review with a predetermined research design or literature review design to be written in accordance with the provisions in the Final Project Guidelines and defended before the Board of Thesis Examiners in fulfilment of the requirements for a Bachelor's degree of Pharmacy (S. Farm).
4. Students can key-in the research proposals and theses in the same semester provided that they meet the credit requirements, and the required GPA according to the directions from the Academic Advisors.
5. Comprehensive Exam is carried out after the student is declared to have passed the theoretical clearance.
6. Research for final project can be in the form of experimental research (intervention) or observational research.
7. Literature review can be in the form of narrative review, scoping review or systematic review (meta analysis).
8. Research for final project must be an original work, instead of plagiarism, which may update, develop or discover theories or facts in pharmaceutical sciences and can be in the form of applied research or a combination of both.
9. A literature review for final project must be an original work, instead of plagiarism, according to the specified literature review criteria.

#### Article 3: Academic Requirements for Thesis and Thesis Proposals

1. To take a thesis proposal, students are required to have taken a minimum of 110 credits with a minimum GPA of 2.25. They are also required to meet the minimum passing grade of B for the proposal seminar.
2. To take a thesis, students are required to have taken a minimum of 120 credits by applying for a comprehensive exam after being declared to have passed the theoretical clearance. The minimum passing grade for the comprehensive exam is B .

### **CHAPTER III**

#### **COMMITTEE, SUPERVISORS, AND EXAMINERS OF FINAL PROJECT EXAM**

##### **Article 4 : Final Project Committee**

1. The Final Project Committee is appointed by the Dean.
2. The Final Project Committee consists of a chairman, secretary, and members.
3. The Final Project Committee is in charge of managing the implementation of the Final Project in accordance with applicable regulations.

##### **Article 5 : Final Project Supervisors**

1. The Final Project Supervisors consist of main supervisors and co-supervisors.
2. The main supervisor is a lecturer majoring in pharmacy who at least holds a Master's degree and has an academic position as low as Expert Assistant and who teaches knowledge or branches of knowledge related to the topic of the final project.
3. The Co-Supervisor is a lecturer, who at least holds a Masters degree, or a practitioner, who at least holds a Master's degree in the field of health sciences, or at least a Bachelor of Pharmacist, who has practical experience in pharmaceutical industry for at least 5 years.
4. To propose for prospective supervisors, students submit their proposal to the Final Project Committee through the SIM-TA.
5. The name of prospective supervisors who have approved students' proposal will be submitted through SIM TA for further approval or recommendation for adjustments (if needed) by the faculty board meeting.
6. The supervisor is responsible for the supervision and implementation of students' final project.
7. Supervisors who for some reason cannot continue mentoring students' research can be replaced by another supervisor appointed by the faculty board meeting.
8. For the role of a main supervisor and co-supervisor, a lecturer is allowed to supervise a maximum number of 20 students.
9. For the role of a main supervisor, a lecturer is allowed to supervise a maximum number of 10 students.
10. For the role of a co-supervisor, a practitioner is allowed to supervise 5 students, except with the approval of the Head of the study program.
11. Best Practices for Undergraduate Thesis Supervision:
  - a. Determining Research Topics and Titles
  - b. Preparing for Research Proposal
  - c. Monitoring the Research Implementation or literature review
  - d. Final Decision for Research Work or Literature Review
  - e. Writing Thesis and Publishing Research Articles
  - f. Revision

##### **Article 6: Thesis and Thesis Proposal Examiners**

1. The thesis proposal Examiner Team in a research proposal seminar consists of 3 (three) people: the main supervisor, co-supervisor, and examiner who are determined through a Faculty Board Meeting.
2. The thesis examiner team consists of 4 (four) people: the thesis proposal examiner team as abovementioned in paragraph 1, and 1 (one) of thesis examiners appointed by the Faculty Board Meeting.



3. The Examiner specified in paragraph 2 has at least a Master's degree and has a scientific competence and branches of knowledge related to the thesis' topic.

## **CHAPTER IV**

### **SUBMISSION OF THESIS TITLE AND THESIS PROPOSAL**

#### Article 7: Submission of Titles

1. Thesis title is to be submitted in the semester when students take the Thesis Proposal course (SFA762) by filling in the SIM TA.
2. The Faculty Board Meeting assesses the feasibility of the proposed thesis titles, Supervisors, and determines the Lecturers/Practitioners as External Examiner of Thesis Proposals.
3. Students are obliged to carry out seminars no later than 3 months after obtaining the approval aforementioned in paragraph 2.
4. Upon the disapproval of the faculty board meeting of the submitted thesis title and thesis proposal, students can submit revision according to the recommendations of the Faculty Board in the following period through SIM TA.

#### Article 8: Submission of Thesis Proposal Seminars

1. Students who have fulfilled the requirements as specified in Article 3 paragraph 1 can submit a seminar by filling out the SIM TA.
2. Students who have obtained approval for their thesis proposal must submit the invitations for seminar and draft of their thesis proposals to the supervisors and examiners no later than 3 days before the seminar implementation via SIM TA.
3. Students who do not carry out the seminar according to article 7 paragraph 3 are required to resubmit their proposal in the next period.
4. After the re-submission, the next process is as aforestated in Article 7.

#### Article 9: Thesis Submission and Examination

1. Students who have fulfilled the requirements as aforementioned in article 3 paragraph 2 can apply for a Thesis examination through SIM TA.
2. The Faculty Board Meeting selects thesis examiners according to the established requirements and criteria for examiners.
3. Students are required to invite examiners and submit their thesis draft to supervisors and examiners no later than 3 days before the Thesis examination through SIM TA.
4. The Thesis examination is carried out in private and attended by supervisors and examiners.



**CHAPTER V**  
**IMPLEMENTATION AND COSTS**  
Article 10: Final Project Implementation

1. A student is guided by two supervisors consisting of the main supervisor and co-supervisor.
2. Research can be carried out at the UII Department of Pharmacy Laboratory, the UII Integrated Laboratory, the FMIPA UII Laboratory, or a research location according to the field of pharmaceutical sciences.
3. Researches conducted outside the UII Department of Pharmacy is categorized as part of the MBKM (Independent Learning and Independent Campus) activity. This will be regulated in the MBKM implementation guide of the program.
4. Researches conducted outside the UII Department of Pharmacy Laboratory, UII Integrated Laboratory, and UII FMIPA Laboratory must obtain approval from the Dean of FMIPA.

Article 11: Fees and Facilities

1. Students are charged with all costs for Final Project implementation in accordance with applicable regulations.
2. The supervision fee is paid prior to the implementation of the research proposal seminar and is valid for 6 (six) months of supervision.
3. Student who are unable to meet the requirements for the Thesis examination after 6 months of thesis supervision are provided with an extended 3 (three) months of supervision to immediately prepare for Thesis examination.
4. Supervisors are obliged to perform more intensive evaluation and guidance to students as abovementioned in paragraph 3.
5. Students who are unable to fulfil the requirements for thesis examination more than the provisions in paragraph 3 are required to submit a retake for research seminar with the mechanism as stated in article 8.
6. Students can use faculty facilities for the Final Project implementation according to the applicable regulations.

**CHAPTER VI**  
**WRITING A THESIS PROPOSAL AND THESIS**  
Article 12: Final Project Guidelines

Thesis proposals and thesis are written according to the applicable Guidelines for the implementation of the Bachelor Degree of Pharmacy Study Program.

**CHAPTER VII**  
**THESIS AND THESIS PROPOSAL EXAMINATION**  
Article 13: Thesis Proposal Examination

1. Thesis Proposal Examination can take the form of an open or closed exam.
2. Thesis Proposal Examiners consist of the Main Supervisor, Co-Supervisor, and 1 examiner.

3. If due to any reason the Thesis Proposal Examiner is unable to attend the session on the appointed date, the exam is postponed and held at a later date according to the agreement between the student and the examiner.
4. Examiners' assessment of thesis proposal is submitted in the SIM TA through the Minutes of Examination.
5. Thesis examination can be carried out either offline or online (hybrid), provided that students and at least one supervisor must be present onsite at campus.

#### Article 14: Thesis Examination

1. The thesis examination takes the form of a closed exam.
2. After the thesis supervisor approves the thesis through the SIM TA, the approved thesis manuscript is submitted to the Final Project Committee through the SIM TA to be defended before the thesis examiner.
3. Board of thesis examiners consist of the Main Supervisor, Co-Supervisor, and 2 Examiners.
4. If, owing to urgent and unforeseen reason, the thesis examiner is unable to attend the oral defense on the designated date, the final thesis examination may be postponed or carried out to a later date according to the agreement between the student and the thesis examiner with the prior knowledge of the program manager.
5. If, owing to urgent and unforeseen reason, the thesis examiner is unable to attend the exam, the Program Manager can replace the thesis examiner in accordance with applicable regulations.
6. The Examiners's assessment on the students' thesis is submitted to the SIM TA through the Minutes of Thesis examination.
7. The submission of Thesis Manuscripts that have been revised and approved by the Examiner may not exceed 2 times of graduation period.
8. Students who are unable to submit their thesis manuscripts according to the aforesaid in paragraph 7 are required to retake the Thesis examination.
9. Thesis examination can be held in a hybrid manner, provided that students and at least one supervisor must be present onsite at campus.

### CHAPTER VIII

#### SCIENTIFIC PUBLICATIONS

##### Article 15: Scientific Publications

1. Students selecting a literature review as their Final Project are required to publish their scientific manuscript adjusted to the writing guideline of the intended journal or proceedings based on the supervisor's recommendation. This published manuscript is to be attached to the thesis draft during the thesis exam.
2. The scientific manuscripts intended for publication at Pharmaceutical Scientific Journals, some national journals at least indexed with Sinta 4, international journals, and seminar proceedings are part of the assessment for the Thesis examination in addition to the thesis manuscript, with under review status.

## **CHAPTER IX OTHER PROVISIONS**

### Article 16

1. Thesis draft must be completed in 6 months from the date of the seminar.
2. Students who are unable to complete their thesis within 12 months after their seminar are allowed to change their title and or change their supervisor according to the approval of the Final Project Committee through a predetermined mechanism.
3. Students can change the title of the Final Project and/or supervisor according to the predetermined procedure.

### Article 17: Rights and Ownership

1. Thesis manuscript becomes the property of the University.
2. Students and supervisors are entitled to the right to publish the thesis manuscript in part or as a whole.
3. Students who are proven to be guilty of plagiarism are required to rearrange their thesis manuscripts, are not entitled to undergo an oral Thesis examination or will be subjected to sanction according to the provisions set by the University.

### Article 18: Gratification

Students are prohibited from giving gratuities related to the preparation of the Final Project, proposal examination, and Thesis examination to supervisors and examiners as well as to the Final Project committee.

## **CHAPTER IX CLOSING**

### Article 19: Closing

Any matters relating to the implementation of the Final Project not yet included in this regulation will be determined by the Final Project Committee in the implementation guideline based on the approval of the Head of the study program.

*Billahittaufiq wal hidayah*

Stipulated in : Yogyakarta  
On : ... Jumadil Akhir ....H  
November ...., 2022

Dean,

**Prof. Riyanto, S.Pd., M.Si., Ph.D.**  
**NIK: 006120101**

Copy:

1. Head of the Department of Pharmacy
2. Head of the Pharmacy Study Program
3. Head of Academic Division

# **Final Project Guidelines**

## **Bachelor Degree of Pharmacy Study Program**

### **A. WRITING FORMAT**

For their final project, students are required to submit two manuscripts: Thesis Proposal and Thesis. Thesis Proposal and Thesis may take the form of a Research and a Literature Review. Research and a literature review are different in terms of the following aspects:

#### **1. Proposal**

##### **a. Research proposal**

The structure of a research proposal as a requirement for seminar implementation consists of:

- a) Title page
- b) Supervisor approval page
- c) Table of contents
- d) Abstract
- e) Chapter I Introduction (background, problem formulation, research objectives, research outcomes)
- f) Chapter II Literature Review (contains a brief review of the latest relevant researches supported by theory)
- g) Chapter III Research methods
- h) References
- i) Research Plan

The research proposal is written in **Times New Roman font, 12 pt, 1.5 spacing**, with a maximum of 15 pages in total. Paragraphs should be typed with a border of 3 cm on the right, 4 cm on the top, 4 cm on the left and 3 cm on the bottom with the attached format.

##### **b. Literature Review Proposal**

The Literature Review Proposal in the fulfilment of the requirement for holding a seminar is written with the following format:

- a) Title Page
- b) Supervisor Approval Page

- c) Table of Contents
- d) Abstract
- e) Chapter I Introduction (background, problem formulation, objectives of the literature review, outcomes of the literature review)
- f) Chapter II Methodology of the Literature Review
- g) Written in paragraphs with a particular structure that contains the process of searching literature to determining the selected literature to be reviewed
- h) Chapter III Results for Literature Search
- i) The search results are written in paragraphs with a table containing at least 30 original articles, which describe the required quality and relevance of the selected articles with the purpose of literature review.
- j) References
- k) Timeline for Writing a Literature Review

Literature Review Proposals are written in **Times New Roman font, 12 pt, 1.5 spacing**, with a maximum of 15 pages in total. Paragraphs should be typed with a border of 3 cm on the right, 4 cm on the top, 4 cm on the left and 3 cm on the bottom with the attached format.

## 2. Thesis

Any form of theses, either a Research paper, or a Literature Review consist of three parts, namely the introduction, the body, and the conclusion.

### a. Introduction

The introductory part of the thesis consists of:

- |                               |                                     |
|-------------------------------|-------------------------------------|
| a) Cover Page                 | h) Table of Contents                |
| b) Title Page                 | i) List of Tables                   |
| c) Approval Page              | j) List of Figures                  |
| d) Validation Page            | k) List of Abbreviations (optional) |
| e) Statement of Originality   | l) List of Equations (optional)     |
| f) Preface/Acknowledgments    | m) Indonesian Abstract              |
| g) Dedication Page (optional) | n) English Abstract                 |

Each section is explained in the following details:

### **1) Cover Page**

The cover page is the first part of a final project manuscript. It contains a short title (maximum 18 words), clear and descriptive and correctly indicates the topic and is not ambiguous. Students need to adjust the phrase break in writing titles on each line according to the provided sample in Appendix 1.

### **2) Title Page**

In general, the information provided on the Title Page is the same as the Cover Page, but the Title Page includes additional information, namely the purpose and the reason to write the scientific work. The Title Pages are written according to the following provisions:

a. Thesis title

Thesis title is written in capital letters, Times New Roman font, 14-point size, bold, single spaced.

b. Thesis objective

The thesis is submitted in fulfilment of the requirements to achieve a Bachelor Degree of Pharmacy (S. Farm) in the Pharmacy Study Program at the Faculty of Mathematics and Natural Sciences, Universitas Islam Indonesia Yogyakarta.

c. The symbol of Universitas Islam Indonesia, a logo without blocks in a size of 4 x 5.5 cm.

d. Student name and Identification Number

Students' name and identification number in thesis manuscript is written in full (no abbreviations are allowed). The student identification number is listed under the student's name.

e. Institution name

The intended institution is the Bachelor Degree of Pharmacy Study Program, Faculty of Mathematics and Natural Sciences, Universitas Islam Indonesia, Yogyakarta.

f. Thesis completion time

The time for completing the thesis is written according to the month and year of the thesis examination and is placed under the word Yogyakarta.

- g. The front cover page of the final project manuscript must not be protected with metal book corner.

A sample of a Title Page can be seen in Appendix 2.

### **3) Approval Page**

This page contains the approval of the Main Supervisor and Co-Supervisor with their signature and date of approval. A sample of an Approval Page can be seen in Appendix 3.

### **4) Validation page**

The validation page serves as a statement that ensures the validity of scientific works and thus indicates that the written theses and dissertations have been accepted by the author's institution. Researches involving human participants or living objects or inanimate objects that must be protected or respected must state an ethical declaration "this study has been approved by the Ethics Committee of the University".

The Validation page of a final project is written with single spacing, Times New Roman font, and 12-point size. A sample of the Validation page can be seen in Appendix 4.

### **5) Statement of Originality**

This page contains the author's statement regarding the authenticity of the research and his responsibility for matters that may occur in the future. An example of a Statement of Originality can be seen in Appendix 5.

### **6) Preface/Acknowledgement**

This section introduces the undergraduate thesis, the expectations of the author for his/her work and the author's acknowledgement. This section must be written in a formal language.

The Preface/Acknowledgement of a final project, in general, is written based on the following provisions:

- a. All letters are written in Times New Roman font, 12 points, 1.5 spacing.
- b. The title of the Preface is written in Times New Roman font, 12 points, bold and capital letters.



- c. The parties to be acknowledged start from the undergraduate thesis supervisors, internal and/or external parties who play a role in the research, then family or friends.
- d. The distance between the title and the contents of the Preface/Acknowledgement is 2 x 2 spaces.

A sample of a Preface Page can be seen in Appendix 6.

## **7) Dedication Page (Optional)**

This section is made as a separate page and contains words of dedication or aphorisms. The statement is written in a formal language and does not exceed 1 page. This page remains optional.

## **8) Table of Contents**

The Table of Contents contains all parts of the thesis paper along with their respective page numbers, which are written in the same way as the related contents. Usually, in order to make the table of contents concise and clear, sub-chapters of the second and third degree may not be written.

Generally, it contains the contents of the final project, starting with the preface, table of contents, list of tables, list of figures, chapters and sub-chapters of the contents of the final project, References and appendices.

The Table of Contents is written as follows:

- a. All parts of the Table of Contents are written in Times New Roman font, 12 points, with 1.5 spacing.
- b. The title of each chapter is written in Times New Roman, 12 points, bold and capital letters.
- c. The distance between the title and the contents of the Table of Contents is 2 spaces. A sample of a Table of Contents can be seen in Appendix 7.

## **9) List of Tables, List of Figures, and Other Lists**

The list of tables, figures and other lists contain the names of tables, figures and so on in the final project. Table names, figures, and so on are written in capital letters at the beginning of each word.

A sample of a List of Figures and other lists can be seen in Appendix 8.

## **10) Indonesian Abstract**

The Indonesian Abstract of a thesis proposal is written in no more than 150 words, while the Indonesian abstract of a thesis manuscript is written in

no more than 200 words, in 1 paragraph with 1 spacing. The Indonesian abstract of the proposal contains a brief background, general research objectives, methods used and analysis of the results, while the Indonesian abstract of the thesis contains a brief background (if necessary), general research objectives, methods, analysis of results, results and conclusions.

At the end of the abstract, essential keywords of 3-5 words or phrases about the research topic are listed. A sample of the Indonesian abstract of a research proposal can be seen in Appendix 9.

### **11) English Abstract**

This abstract is written in English. A thesis abstract is also written with a single spacing, in 1 paragraph and contains key words of 3-5 words or phrases.

## **b. The Body**

### **❖ The Body of a Thesis**

The body of a thesis contains the research description/analysis. The description includes an introduction, literature review, research methods, and results and discussion.

The thesis is written according to the following structure:

- a) The title of each chapter must begin with the word “CHAPTER”, written in capital letters, bold, and centered, without ending with a period. The following chapters are written in Roman numerals, such as CHAPTER I, II, III, etc.
- b) Sub chapters are written as centered, with a capital letter at the beginning of each word, except for conjunctions and prepositions, in bold, without ending with a period. The first sentence after the subchapter begins with indentation to indicate a paragraph. The following sub chapter is indicated with numbers, such as 1, 2, 3, etc.
- c) Sections in the sub chapters are written from the left margin, but only the first letter of the initial word is written in uppercase (capital), in bold, without ending with a period. The first sentence after the section of the sub chapter begins with indentation to indicate a new paragraph. The

order of the sections in subchapters is written using Arabic numerals, such as 1, 2, 3, etc. Example:

- d) Subsections of the sub chapters are written on the 6<sup>th</sup> space. The first sentence that follows a subsection begins with indentation to indicate a new paragraph. The order of the subsection is written in lower case, for example a, b, c, etc.

A sample of how to write Chapters and Subchapters:

<p style="text-align: center;"><b>CHAPTER II</b> <b>LITERATURE REVIEW</b></p> <p><b>2.1. Aloe vera</b> <b>2.1.1. Chemical content of aloe vera</b> <b>2.1.2. Pharmacological activity of aloe vera</b> <b>2.2.</b></p> <p><i>note: The maximum level of sub-chapter is three</i></p>
--

- e) Drop down

If the manuscript contains details that must be written as a dropdown list, it is necessary to use sequential order with numbers or letters with opening and closing brackets. It is noteworthy that the use of hyphens (-) or symbols (\*, , etc.) in front of each point is not allowed.

The following sample describes the prohibited style in writing details:

The terms of a medium are: composition of food, osmotic pressure, degree of acidity (pH), temperature, and media sterilization
---

Further details about the body of a thesis are written according to the following structure:

## **1. CHAPTER I INTRODUCTION**

The introduction is written in 2 pages at most.

### **1.1. Background of the problem**

The background contains basic information on the need to carry out the research, the existing problems faced at stake and their relevance to the needs of the users (the community/industry). The background also constitutes a brief description of the references

referred to, preferably from at least 80% of published journals in the last 10 years. The most important aspect of the research background is the highlight on research novelty, which is stated by comparing the current research with the previous researches by marking their differences with the current research.

### **1.2. Problem formulation**

This section formulates the problems under study clearly and systematically based on the background of the problem. It is suggested to describe the problem formulation in an interrogative sentence. The problem formulation must be interrelated or related to the research objectives, hypotheses and conclusions.

### **1.3. Research Objective**

The research objective contains a brief statement regarding the purpose of the research. Research can aim to explore, describe, explain, prove or apply a symptom, concept or conjecture. Thus, the title, the problem formulation and research objectives are supposed to be correlated.

### **1.4. Research Outcome**

The research outcome contains the research outputs as targets of the research implementation.

## **2. CHAPTER II LITERATURE REVIEW**

Literature review is written at most in 6 pages.

### **2.1. Literature review**

Literature review must contain the state of the art in the field studied, use relevant and up-to-date primary references by prioritizing research results in scientific journals. It also explains the preliminary studies that have been carried out and the results that have been achieved and how they relate to the proposal submitted.

### **2.2. Hypothesis**

The hypothesis contains a brief statement as a temporary answer to the research problem and research objectives and has yet to be

verified. To propose a hypothesis, the author is suggested to use a declarative sentence, instead of an interrogative sentence.

In the research of clinical and community pharmacy, the hypothesis can be replaced with a research framework.

## **2.2. Research framework**

This section describes the relationship between variables (independent and dependent variables) in the research under study.

## **3. CHAPTER III RESEARCH METHODS**

The research method describes the methods used in the research in detail. Descriptions may include research variables, models used, research designs, sampling techniques (data collection) and data analysis, qualitative interpretation methods, explanations of the approaches used, data collection and analysis processes. Chapter III is written a maximum of 5 pages.

### **➤ Scientific Researches**

#### **3.1. Materials**

Materials are consumables used for research and must be clearly described by including the nature and source of the material.

#### **3.2. Research Methods**

It contains detailed and sequential descriptions of how to carry out research and collect data. At the beginning of the research method, a research scheme/flow should be provided. A research that uses an instrument in its procedure must include the specifications of the instrument.

#### **3.3. Data analysis**

This section describes how to analyze the data/research results by including statistical analysis to draw conclusions.

#### **3.4. Research timeline**

The research timeline is included in the research proposal. It indicates the stages of the research, the details of the activities and the time needed to carry out the activities. The research timeline

is written in the form of a table/bar chart. A sample of a research schedule can be seen in Appendix 10.

➤ **Research on Clinical Pharmacy and SBA (Social-Behavior and Administration)**

**3.1. Research design**

This section describes the research design.

For example, it should state the following:

- This research is an observational study with a cross-sectional design).
- This research is a descriptive observational study with prospective data collection using a case-control design.

**3.2. Location and time of research**

This section describes the place and time of the research. For example, it includes the following statement: This research was conducted at the Merapi Health Center in January - March 2021.

**3.3. Population and Sample**

This section describes the research population and sample used in the study. Research that uses a sample must also explain the size of the sample, the sampling method, including the inclusion and exclusion criteria of the sample.

Example: The target population in this study is heart failure patients who are treated as inpatient at the Abadi Hospital with the population being heart failure patients who are hospitalized at the Abadi Hospital in 2021. Samples were taken from the reachable population using a simple random sampling method.

**3.4. Variables and Operational Definitions**

This section describes the operational limitations for the variables used in the research.

**3.5. Data collection**

This section describes the process of collecting the research data, including the types of data collected and the method of collection.

### 3.6. Data processing and analysis

This section describes the method of processing and analyzing research data in accordance with the research objectives and research conclusions.

Scientific **researches**, researches in clinical pharmacy and in the SBA field **need to submit ethical clearance if the research meets the predetermined criteria**. Submission of ethical clearance is made to a trusted health research ethics commission or ethical commission according to the policy of the research location.

## 4. CHAPTER IV RESULTS AND DISCUSSION

The results and discussion are written sequentially according to the research method. Research results are displayed in the form of either a table or a picture/diagram based on need. Following this, a narrative discussion is written to explain the results in the listed table or picture. Authors are advised not to simply rewrite the research results that are listed in the table/figure.

The discussion contains an explanation of the results obtained and can be in the form of theoretical, qualitative and quantitative descriptions as well as statistical analysis. The discussion can also contain comparisons between the results obtained in the research and the results of previous researches on relevant topics or with related theories. The discussion must be comprehensive to ensure that the importance of the research is evident. If any hypothesis is rejected or accepted, the type of test used for the research must be described and discussed using reliable literature. It is necessary to avoid explanation that repeat literature review or discussion on methodology in this chapter.

## 5. CHAPTER V CONCLUSIONS AND SUGGESTIONS

### *Conclusions*

The conclusion contains a brief and precise description of the research results and discussion. Conclusions must be in accordance with the problem formulation and research objectives that have been



determined and according to the results and analysis that has been carried out.

### *Suggestions*

Suggestions are made based on research results obtained during research. Suggestions are addressed to researchers in similar fields who wish to continue or further develop the current research. Suggestions can also be addressed to the relevant research institutions.

## **6. REFERENCES**

The procedure to write References can be seen in the style for writing a list of references for research proposals and theses.

## **7. CITATIONS**

All citations are to be written using citation management softwares, such as Mendeley, Zotero, or EndNote. All citations must be written in the References, and vice versa. References is written with 1 space. The first line of each reference is written with an indentation. Meanwhile, the second line and so on are written indented 6 spaces from the edge. The References is written using the **Harvard method**, and is in Indonesian. The citation style in the software must be set to conform to these guidelines.

### **a) Books**

Author's last name, year of publication, book title (italicized), volume, edition, publisher's name, city, referred page number.

#### **i). Books with one author**

Syukri Y. 2018. *Teknologi Sediaan Obat dalam Bentuk Solid*. Yogyakarta: Universitas Islam Indonesia. p. 26-37.

Katzung BG. 2018. *Basic and Clinical Pharmacology*. 14th ed. New York: McGraw Hill. p. 234-245.

#### **ii). Books with 2-6 authors; All authors' names must be written**

Whittlesea C and Hodson K. 2019. *Clinical Pharmacy and Therapeutics*. 6th ed. China: Elsevier. p. 142-143.

Rodwell VW, Bender DA, Botham KM, Kennelly PJ, dan Weil PA. 2018. *Harper's Illustrated Biochemistry*, 31th ed, McGraw Hill: USA. p. 345-348.

**iii). Books edited by one person**

Colburn WA. Radioimmunoassay and Related immunoassay techniques. In Munson JW(Ed.). *Pharmaceutical Analysis, Part A*, Marcel Dekker Inc. New York. 1981; p. 381-399.

**iv). Books edited by more than one person**

Lawrence JF. Confirmatory Tests, in Das KG. Morgan JJ. (Eds.), *Pesticide Analysis*, Marcel Dekker Inc. New York, 1981; p. 425-456.

If the book is written by more than 6 authors, the first three authors' names must be written, followed by et al.

**b) Journals**

Journal titles should be abbreviated. Journal abbreviations can be viewed online at List of Journals in MEDLINE with abbreviations or at Medical Journal Abbreviations (Internationally recognized abbreviations for journal titles). All author names must be written. Example:

Niaré, K., Paloque, L., Ménard, S., Tor, P., Ramadani, A.P., Augereau, J.M., Dara, A., Berry, A., Benoit-Vical, F. and Doumbo, O.K., 2018. Multiple phenotypic and genotypic artemisinin sensitivity evaluation of Malian *Plasmodium falciparum* isolates. *Am J Trop Med Hyg*, 98(4):1123-1131.

Kurbanoglu S and Ozkan SA. 2018. Electrochemical carbon based nanosensors: A promising tool in pharmaceutical and biomedical analysis. *Pharm Biomed Anal*. 147:439-457.

**c) Proceedings**

Saepudin, Ball PA, and Morrissey H. 2017. Management of hyponatremia in patients with heart failure: A retrospective study.

Unity in Diversity and the Standardisation of Clinical Pharmacy Services: Proceedings of the 17th Asian Conference on Clinical Pharmacy (ACCP 2017), July 28-30, 2017, Yogyakarta, Indonesia

**d) Theses and Dissertations**

Vitarani DAN. 2017. Hubungan antara Variasi Genetik pada Organic Cation Transporter1 dan Multidrug and Toxin Extrusion1 dengan Farmakokinetika Kadar Tunak dan Farmakodinamika Metformin. *Dissertation*. Universitas Gadjah Mada.

**e) Newspaper articles**

Paramita E. 2017. Kasus PCC, Ikatan Apoteker Minta Masyarakat Beli Obat di Apotek. *Majalah Kartini*, 26 September 2017

**8. Appendices**

The appendix (optional) contains necessary information for the research, such as pictures, tables, questionnaires and are only complementary to the research proposal. Evidence of ethical clearance must be attached to research that meets the criteria.

Researches in the field of clinical pharmacy and SBA must submit proof of originality of the research, such as informed consent or a statement that the researcher has conducted research in the hospital/public health center/pharmacy/other sampling location, which is signed and stamped by the concerned institution, or proof of filling out a questionnaire from the respondents.

**❖ The Body of a Literature Review**

Literature review is a critical and constructive analysis of literature in the pharmaceutical field through summary, classification, analysis, and comparison. This scientific writing relies on literature or data published in the previous original research articles. A literature review is written according to the following structure:

## **1. CHAPTER I INTRODUCTION**

The introduction consists of at least three paragraphs to describe the following: (1) Background, which contains general topics, problems, or areas of concern to describe the context of literature review. (2) “Problems” can be trends, new perspectives, gaps, conflicts, or a problem. (3) Motivation/justification, which contains the author’s reasons for conducting a literature review, description of the approach and organization of the text. In detail, the introduction includes a description of the context (paragraphs 1 - 3), motivation for studying the literature (paragraph 4, sentence 1), and defining the focus (paragraph 4, sentences 2 - 3).

The final part of chapter I elaborates the research outputs obtained from at least the Sinta 6 indexed national journals with a minimum status of submitted. The name of the journal, website and ISSN are listed in full (proof of article status (screenshot or certificate from the journal editor team must be included in the appendix).

## **2. CHAPTER II METHODOLOGY OF THE LITERATURE REVIEW**

The methodology section describes the method of compiling the literature review, starting from the keyword selection, the limitation of the literature cited and the sites used to search for the referenced literature. In addition, this section also contains a flow chart for writing a literature review. At least, it has to review a number of 30 articles (both written in Indonesian or UN-recognized languages) that meet the criteria for high quality and original articles (not published by predatory journals or publishers).

### **2.1. Topics reviewed**

#### **2.1.1. The subsection of the topic being reviewed**

## **3. CHAPTER III RESULTS AND DISCUSSION**

This is the main part of the literature review. To develop a comprehensive structure of the section, the topic should be written in a coherent arrangement. The sub topics in this section reflect the topic

organization and indicate the content of the various sections. The topics can possibly be written according to the following organization: (1) methodological approach, (2) model or theory, (3) level of support for a particular study, (4) research supporting the topic with versus researches against the topic, and (5) chronological order. Each discussion should be provided with a research table that lists the respective references. The breadth and depth of this section is also influenced by the type of literature review (narrative review/scooping review/systematic review).

#### **4. CHAPTER IV CONCLUSIONS AND FUTURE PROSPECTS**

##### **1.1 Conclusions**

This section contains a summary of the findings of the literature review.

##### **1.2 Future Prospects**

This section elaborates prospects for further development related to the existing literature review.

#### **5. REFERENCES**

The style guide to write References refers to the style guide of a thesis References.

## **B. LAYOUT STYLE GUIDE**

### **1. Paper and Writing Style**

#### **Paper**

Manuscripts are written on A4 size HVS paper of 70 grams (proposal) and 80 grams (comprehensive exam), and printed on one sided paper, instead of both sides.

#### **Typing**

- a. The manuscript is typed in Times New Roman font of 12 points for the entire manuscript except for captions for figures or tables, as well as for large images or tables.
- b. Captions for figures or tables should be typed in Times New Roman font of 10 points.
- c. Manuscripts are typed in upright letters, except for certain purposes which are italicized, such as foreign terms or Latin names.
- d. Articles are written with 1.5 spaces except for abstracts, references, tables and titles of tables/figures which of more than 1 line, which are written in a single space.
- e. Manuscripts are typed with the left border of 4 cm, upper border of 3 cm, right border of 3 cm and bottom border of 3 cm.
- f. The new paragraph begins after the 6<sup>th</sup> space from the left margin or by pressing the “default tab” key once. A paragraph must contain more than 1 sentence.

All spaces on the Thesis Manuscript page must be completely filled in with words, and thus the narrative must be typed from the left margin to the right margin without any space left wasted, except for starting a new paragraph, equations, lists, pictures, subsection or other special matters.

### **2. Page Numbering**

- a. The introductory part of the research proposal and thesis from the title page to the abstract is given a page number with small Roman numerals (i, ii, iii, etc.) placed in the bottom-center of the page.
- b. The main body of research and thesis proposals from the introduction to the end are given Arabic numeral page numbers (1, 2, 3, etc.) at the top right, except on the first page of each chapter in the bottom-center of the page.

### 3. Presentation of Figures and Tables

Provisions for making tables and figures are as follows.

- a. Table names, figures, and others are written in capital letters at the beginning of words (title case), and in bold.
- b. Tables and figures are placed between the most discussed parts of the text. Tables and figures must be made in such a way that they can stand alone, so that readers can understand them without reading the information in the text.
- c. If the table is written in landscape position, the top side of the table is the stapled side.
- d. Tables and figures are always symmetrical and written in the center part of the page.
- e. Table and figure numbers must include the chapter number where the tables and figures are located. For example, Table 1.1. refers to the first table in chapter 1. If in a final project only has 1 (one) table or figure, there is no need number the table.
- f. Writing titles of tables and figures

Table: the title is written above the table, symmetrical in the center with 1.5 spaces after the table in question. The table title is written directly following the table number.

Figures: the title is written under the figure with 1.5 spacing, symmetrical in the center of the related figure. The title of the figure is written directly following the figure number.

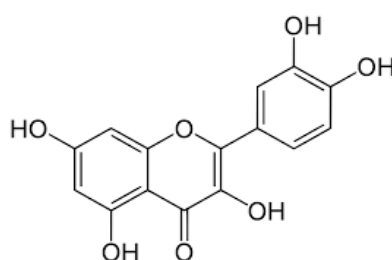
- g. Tables or images are placed in three spaces after the text. Text after tables or figures is written in 1.5 spaces from the last line of the figure title.
  - 1) If the title of a figure or table exceeds one line, the text is written symmetrical in the center part and typed with one space.
  - 2) If the tables and figures are too long, they can be cut off and continued by typing the number and the description indicating that it is the “continuation” in parentheses.
  - 3) The table is written in 1 spacing.



4) Tables and figures that are too wide are written according to the following provisions:

- i. Placed lengthwise on a separate page;
- ii. Placed on a wide paper then folded so as not to exceed the format of the paper;
- iii. Reduced in size according to the format of the final project, but the size of the letters listed in it cannot be smaller than 10 points (actual size).

A sample of figures that appear in chapter II, no. 1, is written as follows:



**Figure 2.1.** Quercetin structure

This structure is characterized by the arrangement of C6-C3-C6 atoms as a characteristic of flavonoids (Andersen and Markham, 2006).

A sample of how to write a table number 5 in chapter IV is as follows:

**Table 4.5.** Classification of LDL-cholesterol

LDL-cholesterol (mg/dL)	
<100	Optimal
100–129	Near/above optimal
130–159	Borderline high
160–189	High
≥190	Very high

#### 4. Mathematical Equations

Mathematical equations are better written in the common mathematical form even in one line. All mathematical equations are written with 1.5 cm tab from the left and must have the number next to it and right aligned to the right margin of typing. Mathematical equations do not need to be given a bounding box.

Example:

$$I = (V_0 - V) \times 100\% \quad (3.2)$$

Note: 3 means that the equation was written in chapter III, while 2 means that the equation is the second mathematical equation written in that chapter.

## 5. Writing Numbers

- a. Numbers are written as numbers except at the beginning of a sentence, in which numbers must be written in letters.

Example:

10 samples were taken randomly ....

Ten samples were taken randomly...

- b. Decimals are marked with commas, instead of periods.
- c. The unit used must be the official unit that applies without a dot behind it.

For example: mg, mLkal, cm

## 6. Writing Chemical Names and Latin Names

- a. Common names of chemicals are written in lowercase according to the rules for writing chemical names in Indonesian, for example tolbutamide, chloramphenicol, morphine, sulfuric acid, nitric acid and so on.
- b. Unusual chemical names can be written in English in italics.
- c. Complete scientific names for plants and animals consist of a genus name starting with an uppercase letter and a species name starting with a lowercase letter (italicized) and followed by the abbreviation of the name of the person who was recognized as the first to use the name, for example: *Abrus precatorius* L.
- d. The names of sub-species, sub-varieties, forms and sub-forms are also italicized, for example: *Andropogon ternatus* subsp. *Macrothrix*. *Saxifraga aizoon* var. *izoon* sub var. *brevifolia* forma *multicaulis* subforma *surculosa*.

## 7. Language

Research proposals and Final Projects must be written according to the standard language for writing scientific papers as follows:

- a. The proposal is written using standard Indonesian in accordance with the Enhanced Spelling (EYD).
- b. Materials are written using grammatically perfect sentences (at least there is a subject and predicate).
- c. The use of foreign words or terms should be avoided if an equivalent is available in Indonesian. Otherwise, the word is italicized.
- d. One sentence should be written in brief, generally composed of 8-12 words.

## **8. Submission of Thesis Manuscripts**

The thesis manuscript that has been approved and signed by the board of examiners and the Dean of FMIPA is submitted to all examiners and the university library. Softcopies of all final project manuscripts are also uploaded in the program repository, which is regulated in the next section of this guideline (in part C. Scientific Publications)

## C. WRITING OF SCIENTIFIC PUBLICATIONS

The publication of this manuscript is written by students with the guidance of a supervisor. The intended publisher is determined in accordance with the results of the recommendations/assessments of the board of examiners during the comprehensive exam. The manuscript is published in a format according to the supervisor's recommendation, which may take one of the following forms:

1. Pharmaceutical Scientific Journal (JIF)
2. National journals indexed with at least Sinta 6
3. International journals (non predatory journal nor predatory publishers)
4. Seminar proceedings

The target of national and international journals to publish the research output must be specific, for example publication in the Indonesian Journal of Medicine and Health (JKKI) or the International Journal of Pharmaceutics (IJP). The format of the journal follows the Instruction for Author of the target journal, which must be downloaded and shown to the examiner during the exam.

Scientific publications can be written by a combination of 2 or more students by including the supervisor as the author. First name authors and correspondence authors are determined on the recommendation and approval of the supervisor.

### ➤ **WRITING RESEARCH ARTICLES FOR PUBLICATION**

#### ➤ **Abstract**

This section is an English translation of Indonesian abstract.

#### ➤ **Background**

The introduction should be written based on quality literature to demonstrate the reasons behind the researchers' interest in the research/literature review understudy. In addition, it also elaborates the novelty of the research/literature review by comparing it with previous research/literature reviews to indicate differences/novelty of the current research/literature reviews from the previous researches/literature reviews. The end of this chapter covers the research objectives/literature review.

- **Materials and Methods** (Research publications; Literature Review Publications contains the methodology for writing a literature review)

**Materials:** All the materials used for the study are written by elaborating their quality and the source of these materials. Researches that use plants should also include the location to obtain the plants and when they were taken.

**Methods:** This section contains detailed and sequential descriptions of how to carry out research and collect data. The research that uses an instrument must include the instrument's specifications. Research involving human as the subjects must explain the the standardized conditions for testing the research subjects, while research involving animal subjects must include the procedure to care for the animals. It is also essential to declare the ethical clearance by stating that the research has obtained approval from the ethical commission by including the approval number from the ethical commission.

- **Conclusions**

Conclusions must answer the research objectives and instead of rewriting the results/research findings.

- **Acknowledgements**

Acknowledgments are addressed to sponsors who fund the research and those who facilitate the research.

- **References**

The literature to be used as the primary sources must be of high quality, which are especially published during the last 10 years. The citation must use the citation management softwares (Zotero, Endnote, Mandeley, and others). The writing of a references must be adjusted to the provisions of the target journal.

- **Results and Discussion**

Results and discussion should be written in order according to the research framework. Results are displayed in the form of figures or tables, accompanied by descriptions/elaborations of the figures/tables. The description may also contain comparisons between the current research findings/literature reviews and the previous research/literature reviews along with relevant descriptions of the topic understudy.

## ➤ **WRITING LITERATURE REVIEW FOR SCIENTIFIC PUBLICATION**

A literature review can be written as scientific publication according to the rules below (if not specifically stated in the target journal):

1. Title
2. Abstract
3. Introduction
4. Methodology
5. Discussion
6. Conclusion
7. Conflict of Interest
8. Acknowledgments
9. References

## REFERENCES

Tim Kurikulum, 2020, *Buku Panduan Akademik Prodi Farmasi UII*.

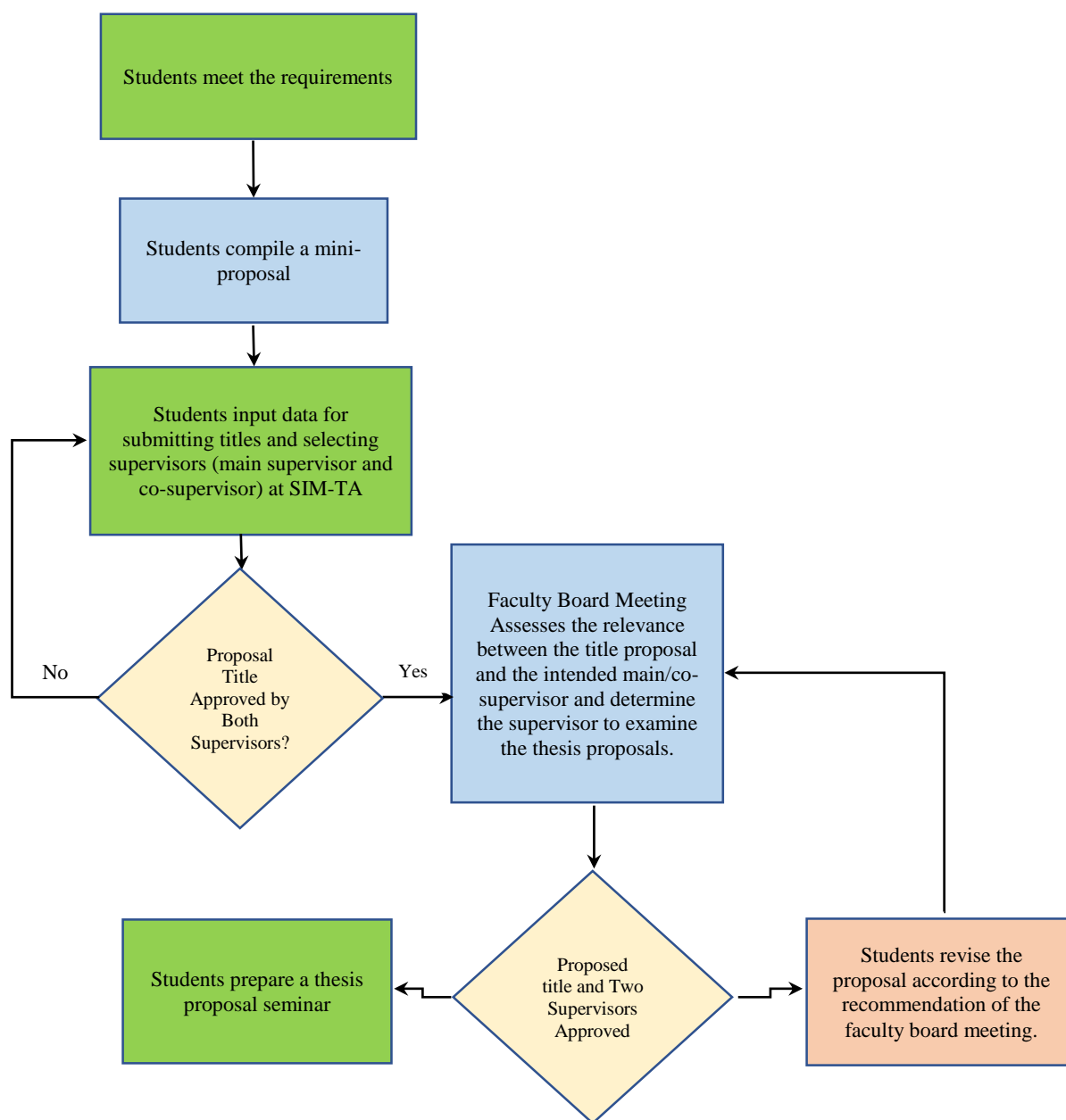
DPPM UII, 2020, *Buku Panduan Penelitian dan Pengabdian Masyarakat*, UII.

Peraturan UII No. 2 Tahun 2017 tentang Proses Pendidikan dan Pembelajaran di Lingkungan Universitas Islam Indonesia.

Komisi Pemberantasan Korupsi, *Buku Saku Memahami Gratifikasi*, 2014.

## ATTACHMENT

### Appendix 1: Flowchart of Thesis Proposal Submission

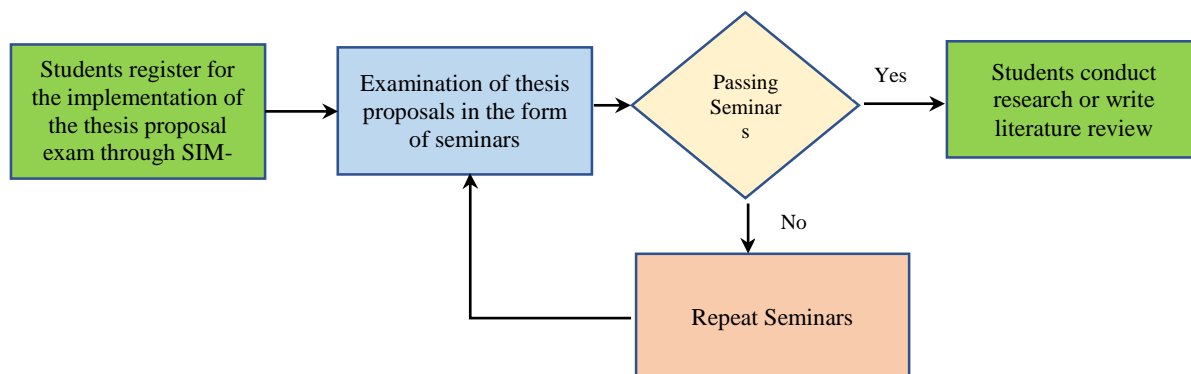




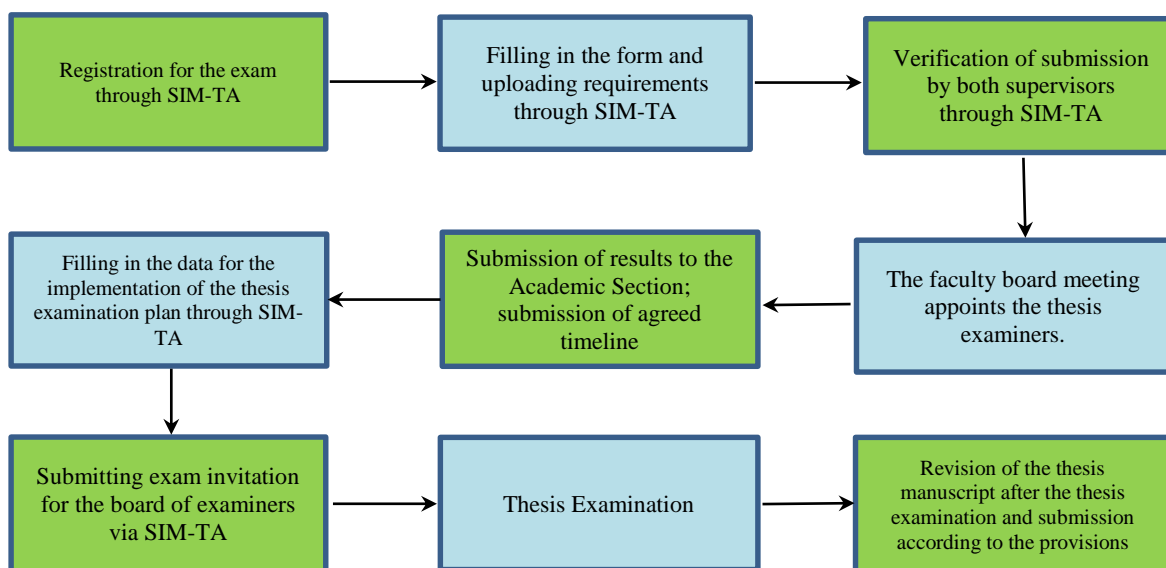
## Appendix 2: Flowchart of Thesis Proposal Submission and Implementation

### THESIS PROPOSAL EXAM (SEMINAR) AND THESIS PROPOSAL COMPREHENSIVE EXAM

#### THESIS PROPOSAL EXAM



## THESIS EXAM



### Appendix 3. Sample of Cover Page

**THESIS TITLE IS WRITTEN HERE**  
**THESIS**

Font 14, space 1



Logo 4.5 x 5.5 cm

**STUDENT NAME**  
**STUDENT ID NUMBER**

Uppercase, bold, font 14, spacing 1.5

**BACHELOR DEGREE OF PHARMACY STUDY PROGRAM**  
**FACULTY OF MATHEMATICS AND NATURAL SCIENCE**  
**UNIVERSITAS ISLAM INDONESIA**

**YOGYAKARTA**

**MAY 2020**

No page numbers

#### Appendix 4. Sample of Title Page

**THESIS TITLE IS WRITTEN HERE**

**THESIS**

Uppercase, bold, font 14, space 1

Submitted in partial fulfilment of one of the requirements for the degree of Sarjana  
Farmasi (S.Farm.)  
Bachelor Degree of Pharmacy Study Program, Faculty of Mathematics and Natural  
Sciences  
Universitas Islam Indonesia

Font 12,  
spacing 1.5



Logo 4.5 x 5.5 cm

**STUDENT NAME**

**ID NUMBER**

Uppercase, bold, font 14, spacing

**BACHELOR DEGREE OF PHARMACY STUDY PROGRAM  
FACULTY OF MATHEMATICS AND NATURAL SCIENCE  
UNIVERSITAS ISLAM INDONESIA**

**YOGYAKARTA**

**MAY 2020**

Uppercase, bold, font 14, spacing

## Appendix 5. Sample of Approval Page

THESES	
THESES TITLE	
Uppercase, font 14	
Uppercase, bold, font 14, space 1	
Submitted by:	
STUDENT NAME	
STUDENT ID NUMBER	
UII logo background 5.5 x 6.5 cm (transparent yellow)	
Has been approved by:	
Main Supervisor,	Co-Supervisor,
Pinus Jumaryatno, M.Si., Ph.D, Apt.	Bambang N., M.Sc., Apt
Font 12	

## Appendix 6. Sample of Validation Page

THEESIS		Uppercase, font 14
THEESIS TITLE		Uppercase, bold, font 14, space 1
By:		
STUDENT NAME		Upper case, font 12, spacing 1.5
STUDENT ID NUMBER		
		UII logo background 5.5 x 6.5 cm (transparent yellow)
Has been approved by the ethics committee and defended before the Board of Thesis Examiners Bachelor Degree of Pharmacy Study Program, Faculty of Mathematics and Natural Sciences Universitas Islam Indonesia		Normal font, font 12, spacing 1.5
Date: .....		
Chair:	.....	
Members:	1. ....	( ..... )
	2. ....	( ..... )
	3. ....	( ..... )
Acknowledged, Dean of the Faculty of Mathematics and Natural Sciences Universitas Islam Indonesia		Normal font, font 12, spacing 1.5
Prof. Riyanto, Ph.D		

## Appendix 7. Sample of Statement of Originality

### STATEMENT

This is to certify that to the best of my knowledge, the content of this thesis is my own work. This thesis has not been submitted for any degree or other purposes.

I certify that the intellectual content of this thesis is the product of my own work and that it contains no sources nor opinions other than the ones mentioned and acknowledged in the references.

Yogyakarta, August 17, 2020

Author,

Signed

Student Name

## Appendix 8. Sample of Acknowledgement

### Acknowledgement

First and foremost, I would like to praise Allah the Almighty, the Most Gracious, and the Most Merciful for His blessing given to me during my study and in completing this thesis. This thesis is written in the fulfilment of one of the requirements for the degree of Sarjana Farmasi, Bachelor Degree of Pharmacy Study Program, Faculty of Mathematics and Natural Sciences, Universitas Islam Indonesia. Therefore, I would like to express my gratitude and thank the following people:

- (1) Dr. A, as the supervisor for devoting his time, energy, and thoughts to direct me in the preparation of this thesis;
- (2) RS X for his great help during the data collection of this thesis;
- (3) etc...

Finally, May Allah repay all the kindness of those who have helped me in completing this thesis. I sincerely hope that this thesis will be beneficial for scientific and technological development.

Yogyakarta, August 18, 2018

Author



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## Appendix 11. Sample of Abstract

### Stability Study of Mefenamic Acid Self-Emulsifying Drug Delivery System (SNEDDS) with Oleic Acid as Oil Phase

Septiani Eka Cahyani  
Pharmacy Study Program

#### ABSTRACT

**Background:** Mefenamic acid is a non-steroidal anti-inflammatory drug (NSAID) with low water solubility. One way to increase the solubility and bioavailability of mefenamic acid is to make it in the form of the Self Nano-Emulsifying Drug Delivery System (SNEDDS).

**Purpose:** This study aims to determine the stability of mefenamic acid SNEDDS against various stability studies.

**Methods:** Stability test was carried out by centrifugation test, hot-cold cycle test, freeze-thaw cycle test, endurance test, accelerated storage test, and assay test.

**Results:** The evaluation of the centrifugation test revealed that there was no separation, the hot-cold cycle test and freeze-thaw cycle test remained stable, and no phase separation occurred. The results of the resistance test and accelerated storage test showed that 2 SNEDDS mefenamic acid formulas had good stability with 10% Oleic Acid, 80% Tween 80, 10% PEG 400 and 10% Oleic Acid, Tween of 80 70%, and 20% PEG 400. In the assay, the mefenamic acid levels during storage in the above formula were  $98.20 \pm 0.04\%$  and  $90.98 \pm 0.06\%$ .

**Conclusion:** It can be concluded that mefenamic acid SNEDDS has good stability against various stability studies.

**Keywords :** SNEDDS, mefenamic acid, stability study, oleic acid

## Appendix 12. Sample of Research Timeline

No	Type of activity	Month					
		1	2	3	4	5	6
1	Preparation, submission, and ethical clearance						
2	Simplicity sampling						
3	Extraction and fractionation						
4	Anti-inflammation						
5	Analysis						
6	Report Writing						

## Appendix 13. Assessment of Research Proposals and Literature Review Proposals

### Assessment of Research Proposals

No	Assessment criteria
1	Research Idea
2	Research Design
3	Research Proposal

### Assessment of Literature Review Proposals

No	Assessment criteria
1	<b>Professional Ethics and Attitude</b>
2	<b>Abstract</b>
3	<b>Introduction</b> (Background, Purpose of Literature Review)
4.	<b>Methodology of Literature Review</b> (Literature Searching Method, Year, Language, Publication Status, Research Design, Electronic Database, Keywords used, etc.)
5.	<b>Topic/Title and Quality of Selected Articles</b> (Finding a minimum of 30 Original Articles, except for certain Topics with a very high Update Rate and or Rarely published in high Quality and Original Articles)
6.	<b>Outline Plan for Results and Discussion</b>
7.	<b>Novelty and Relevance of Selected Articles with the Purpose of Literature Review</b>
8.	<b>Accuracy in Problem Solving</b>

## Appendix 14. Assessment of Thesis and Literature Review

### Thesis Assessment

No	Assessment criteria
1	Presentation
2	Comprehension of Research Design
3	Comprehension of the Research Topic
4	Manuscript Quality

### Assessment of Literature Review

No	Assessment criteria
1	<b>Professional Ethics and Attitude</b>
2	<b>Abstract</b> (Structured/Unstructured According to the selected Literature Review, Narrative Form, Scoping Review, Systematic Review)
3	<b>Introduction</b> (Background, Purpose of Literature Review, Outcome of Literature Review)
4.	<b>Methodology of Literature Review</b> (Literature Searching Method, Year, Language, Publication Status, Research Design, Electronic Database used, etc.)
5.	<b>Results and Discussion</b> (Breadth and Depth of This Section According to the Selected Literature Review)
6.	<b>Conclusion</b>
7.	<b>Literature Novelty and Relevance</b>
8.	<b>Accuracy in Problem Solving</b>
9.	<b>Manuscript quality according to the format of target journal/proceeding</b>

## Appendix 15. A Quality Assessment Instrument for Article Originality with Case-Report Design (for Literature Review in Clinical Pharmacy)



### CARE Checklist (2013) of information to include when writing a case report



Topic	Item	Checklist item description	Reported on Page
<b>Title</b>	<b>1</b>	The words "case report" should be in the title along with the area of focus .....	_____
<b>Key Words</b>	<b>2</b>	2 to 5 key words that identify areas covered in this case report. ....	_____
<b>Abstract</b>	<b>3a</b>	Introduction—What is unique about this case? What does it add to the medical literature? .....	_____
	<b>3b</b>	The main symptoms of the patient and the important clinical findings .....	_____
	<b>3c</b>	The main diagnoses, therapeutics interventions, and outcomes .....	_____
	<b>3d</b>	Conclusion—What are the main "take-away" lessons from this case? .....	_____
<b>Introduction</b>	<b>4</b>	One or two paragraphs summarizing why this case is unique with references .....	_____
<b>Patient Information</b>	<b>5a</b>	De-identified demographic information and other patient specific information .....	_____
	<b>5b</b>	Main concerns and symptoms of the patient .....	_____
	<b>5c</b>	Medical, family, and psychosocial history including relevant genetic information (also see timeline). ..	_____
	<b>5d</b>	Relevant past interventions and their outcomes .....	_____
<b>Clinical Findings</b>	<b>6</b>	Describe the relevant physical examination (PE) and other significant clinical findings. ....	_____
<b>Timeline</b>	<b>7</b>	Important information from the patient's history organized as a timeline .....	_____
<b>Diagnostic Assessment</b>	<b>8a</b>	Diagnostic methods (such as PE, laboratory testing, imaging, surveys). ....	_____
	<b>8b</b>	Diagnostic challenges (such as access, financial, or cultural) .....	_____
	<b>8c</b>	Diagnostic reasoning including other diagnoses considered .....	_____
	<b>8d</b>	Prognostic characteristics (such as staging in oncology) where applicable .....	_____
<b>Therapeutic Intervention</b>	<b>9a</b>	Types of intervention (such as pharmacologic, surgical, preventive, self-care) .....	_____
	<b>9b</b>	Administration of intervention (such as dosage, strength, duration) .....	_____
	<b>9c</b>	Changes in intervention (with rationale) .....	_____
<b>Follow-up and Outcomes</b>	<b>10a</b>	Clinician and patient-assessed outcomes (when appropriate) .....	_____
	<b>10b</b>	Important follow-up diagnostic and other test results .....	_____
	<b>10c</b>	Intervention adherence and tolerability (How was this assessed?) .....	_____
	<b>10d</b>	Adverse and unanticipated events .....	_____
<b>Discussion</b>	<b>11a</b>	Discussion of the strengths and limitations in your approach to this case .....	_____
	<b>11b</b>	Discussion of the relevant medical literature. ....	_____
	<b>11c</b>	The rationale for conclusions (including assessment of possible causes) .....	_____
	<b>11d</b>	The primary "take-away" lessons of this case report .....	_____
<b>Patient Perspective</b>	<b>12</b>	When appropriate the patient should share their perspective on the treatments they received .....	_____
<b>Informed Consent</b>	<b>13</b>	Did the patient give informed consent? Please provide if requested .....	Yes <input type="checkbox"/> No <input type="checkbox"/>

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#### TRANSLATOR STATEMENT

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