



## HELLENIC MEDITERRANEAN UNIVERSITY

**School of Health Sciences**



**Department of Social Work (urgent  
Work (urgent Department)  
Department) Department of  
Nutrition and Dietetic  
Sciences**

**Faculty of Science  
Administration and Economy**



**Department of Business  
Administration & Tourism**

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**Regulation of studies, internships, mobility,  
preparation of assignments of the PMS**



**"Interdisciplinary Management of Chronic Diseases,  
of Disability and Aging"**

**MSc in Interdisciplinary Management of Chronic Diseases, Disability &  
Aging**

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## **Study Regulations**

### **1. The D.P.M.S**

The Departments of Social Work (Coordinator - Corresponding Department) and Department of Nutrition and Dietetic Sciences of the School of Health Sciences, together with the Department of Business Administration and Tourism of the School of Management and Economics of the Hellenic Mediterranean University (ELMEPA) organize and operate an Interdepartmental Postgraduate Program (D .P.M.S.) with the title "Interdisciplinary Management of Chronic Diseases, of Disability and Aging", from the Academic Year 2022-2023.

The D.P.M.S. operates in accordance with the provisions of the current legislation, the Deed of Foundation of the Program, the Internal Regulations of Postgraduate Studies of the Institution, as well as with the provisions of the present Regulations of the D.P.M.S. which has been drawn up by decisions of the Assemblies of the three participating departments. The program is implemented in Heraklion, Crete, at the headquarters of the Department of Social Work at the Hellenic Mediterranean University.

### **2. Object - Purpose of the D.P.M.S.**

The D.P.M.S. aims to provide the most up-to-date and specialized postgraduate level knowledge and the development of the necessary abilities - skills in the scientific field of the prevention and management of chronic diseases, dietary - nutritional practice, the management of challenges related to disability and the promotion of active and healthy aging through an interdisciplinary approach and based on modern principles of leadership, human resource management, and management of changes at the level of organizations.

Purpose of the D.P.M.S. is the creation of highly trained professionals who will be able to implement interdisciplinary interventions to adequately respond to the ever-increasing needs and the complex and multifactorial clinical, nutritional and psychosocial problems of individuals and their families through a common prism and effective collaboration.

### **3. Organization and Duration of studies**

The D.P.M.S. provided as full and part-time courses. The D.P.M.S. has a duration of three (3) academic semesters for the full-time study program which is increased by two (2) semesters for the part-time study program, and which also includes the time required for the preparation and submission for evaluation of the postgraduate thesis. Part-time students must fulfill all academic obligations by full-time students and can register for a maximum of 3 courses in one academic semester. The maximum length of study that leads to the award of the D.M.S. it cannot exceed twice the prescribed normal duration of study.

In special cases, the postgraduate student with his/her application which the E.P.S. examines may request a temporary suspension of studies that cannot exceed two (2) consecutive semesters or retake in the next sequence. The semesters of suspension of the student status are not counted towards the prescribed maximum duration of study. Students who are suspended from studies lose their student status for the entire duration of the interruption of their studies and therefore all

their relevant rights are suspended. The suspension of studies can be stopped after a written application of the postgraduate student to the E.P.S. and is effective from the beginning of the next academic semester.

Three directions are offered in the Master's Program. During the 1st semester, students attend 4 common compulsory courses which are characterized as core courses. In the B semester, students attend 4 compulsory courses, which will vary depending on the choice of major. In the second semester, the student is required to attend two (2) compulsory courses and two (2) any other courses offered. If any of the declared courses or specialization is not offered, students have the right to choose other courses or specialization compulsorily before the start of the B semester. Students, if they wish, can, in addition to the four (4) courses, attend any course offered in the specific period without paying additional tuition fees.

Students choosing the 'Social Work in Chronic Illness and Disability Management' specialization should have an undergraduate degree in Social Work. Students choosing the 'Evidenced Dietary Practice in Chronic Disease and Disability Management' major should have an undergraduate or postgraduate background in nutrition and/or human health in general. Students have the right not to choose a specialization and to get a Postgraduate Diploma in which only the general title of the program is mentioned.

#### **4. Specializations**

##### **Specialization 1: Leadership in Interdisciplinary Health & Welfare Teams.**

The specialization 'Leadership in Interdisciplinary Health and Welfare Teams' focuses on students acquiring the necessary knowledge and skills to lead and collaborate effectively in complex health care delivery environments. This specialization aims to cultivate a deep understanding of organizational behaviour, human resource management and dynamics within structures at all levels of healthcare delivery. By the end of the studies, students will have mastered the modern principles of leadership and the skills to work harmoniously in interdisciplinary teams, to lead positive organizational changes, all key ingredients for the efficient and effective management of chronic diseases, and issues that are related to disability and the aging population.

##### **Specialization 2: Social Work in Chronic illness and Disability Management**

The specialization in 'Social Work in Chronic Illness and Disability Management' is designed to provide students with a comprehensive understanding of the multifaceted challenges that chronic illness and disability pose to individuals in the context of contemporary society. Examining topics including gender disparities in health care, empowerment of people with chronic conditions, grief management, interpersonal communication, and more. Through a range of different courses, students will acquire critical theoretical knowledge and develop the necessary practical skills to effectively manage and support people experiencing complex psychosocial issues and to facilitate holistic and effective care for people living with chronic diseases and disabilities.

### **Specialization 3: Evidence-based Dietetic Practice in the Management of Chronic Diseases and Disability.**

The specialization in 'Evidence-Based Dietetic Practice in the Management of Chronic Diseases and Disability' equips students with advanced knowledge and practical skills in using evidence-based approaches to address the challenges associated with diet and nutrition in people experiencing chronic disease and disability. Through a comprehensive curriculum covering topics such as nutrition for public health, chronic disease prevention and management, contemporary approaches to health behaviors, and interdisciplinary strategies for sustainable dietary patterns, students gain expertise in dietetic practice based on the latest scientific data. Students can also be taught effective interpersonal communication and counseling skills necessary for working with healthy individuals and patients, especially in the context of behavior modification. Graduates will be able to implement evidence-based nutrition and dietetic interventions, design sustainable nutrition plans and make a significant contribution to improving the lives of people with complex health problems and disabilities, considering the challenges associated with aging, but also the psychosocial status of individuals.

#### **5. Learning Outcomes**

The program is structured, concerning its learning objectives, according to the Greek and European Qualifications Framework (NQF, EQF) at Level 7 and aligned with the Dublin Descriptors. Upon completion of the MSc in "Interdisciplinary Management of Chronic Disease, Disability and Aging" students will be able to:

##### **1. Knowledge and Understanding (Dublin Descriptor 1):**

- Demonstrate an advanced understanding of the interdisciplinary nature of social care and health care in the context of chronic illness, disability and ageing.
- Analyze and critically evaluate the determinants of health and the factors influencing the management of chronic disease, disability and ageing.

##### **2. Applying Knowledge and Understanding (Dublin Descriptor 2):**

- Apply advanced interdisciplinary knowledge to design and implement effective strategies for managing chronic disease, disability and aging.
- Use evidence-based approaches to make decisions about the care of people with complex health, social and nutritional problems.

##### **3. Judgment and Communication (Dublin Descriptor 3):**

- Demonstrate the ability to lead and collaborate with multidisciplinary health and social care delivery teams to address complex issues related to chronic illness, disability and ageing.
- Communicate effectively with various stakeholders, including patients, families and other health professionals at all levels of health care delivery.

##### **4. Lifelong Learning and Personal Development (Dublin Descriptor 4):**

- Consolidate self-directed learning to stay abreast of ever-evolving practices in the care of individuals with complex health problems, and their families.
- Develop ethical and reflective practices for managing complex issues related to chronic illness, disability and ageing.

Each course and direction of the master's degree has different and more specific educational goals, but they share the common principle of commitment to the scientific cutting edge and interdisciplinarity.

## 6. Detailed Course Plan

For the acquisition of the Graduate Diploma (D.M.S.) of the P.M.S., successful attendance of the courses prescribed by the curriculum and the accumulation of ninety (90) credits (ECTS) are mandatory.

The Program of taught and examined courses can be found in the following Table.

<b>A SEMESTER (Common compulsory attendance for all students)</b>	
<b>Lesson</b>	<b>ECTS</b>
XNA-A01: Principles of Interprofessional Collaborative Practice	7.5 ECTS
XNA-A02: Multidisciplinary Approach to Active and Healthy Aging	7.5 ECTS
CHNA-A03: Understanding Health and its Determinants	7.5 ECTS
XNA-A04: Quantitative and Qualitative Research Methodology	7.5 ECTS

### **Compulsory course without final exams**

XNA-A05: Biostatistics – Data analysis -----

<b>B SEMESTER</b>	
<b>EXPERTISE 1: Leadership in Interdisciplinary Health and Welfare Teams</b>	
CHNA-B01: Leadership in Interdisciplinary Health and Welfare Teams	7.5 ECTS
XNA-B02: Organizational Behavior and Human Resource Management	7.5 ECTS
<b>EXPERTISE 2: SocialWork in Chronic Disease and Disability Management</b>	
CHNA-B03: Gender and Health	7.5 ECTS
CHNA-B04: Chronic Diseases, Disability and Empowerment	7.5 ECTS
<b>EXPERTISE 3: DocumentedDietary Practice in the Management of Chronic Disease and Disability</b>	
CHNA-B05: Evidence-Based Dietary Practice	7.5 ECTS
CHNA-B06: Evidence-Based Nutrition in Public Health	7.5 ECTS

<b>B SEMESTER – Free Elective Courses – compulsory by choice</b>	
CHNA-B07: Prevention and Management of Chronic Diseases and Disability	7.5 ECTS
CHNA-B08: Contemporary Approaches to Health Behaviors and Behavior Modification	7.5 ECTS
XNA-B09: Interpersonal Communication and Counseling Skills	7.5 ECTS
CHNA-B11: Loss and Bereavement Management	7.5 ECTS
CHNA-B14: Nutrition, Food and Metabolism	7.5 ECTS

***The following courses have not been offered for teaching due to low demand from students. The outlines will be updated and completed by the Teacher in Charge at the start of the Teaching.***

CHNA-B10: Well-being and Well-Being supported by Information Technologies	7,5 ECTS
HNA-B12: Organizational Culture and Change Management	7,5 ECTS
HNA-B13: Body Composition and Energy Expenditure as Indicators of Health Improvement	7,5 ECTS
CHNA-B15: An Interdisciplinary Approach to Sustainable Dietary Patterns	7,5 ECTS

## **C SEMESTER**

XNA-C1: Elaboration of a Master's Thesis

30 ECTS

**Detailed course outlines are included in Appendix M2.4**

### **Internship Regulation**

The D.P.M.S. provides the opportunity to carry out an Internship to its Postgraduate students after the end of their studies through the Erasmus+ mobility program, as described below. Therefore, the practice regulation and the more specific conditions defined by the Hellenic Mediterranean University and the Erasmus program and described on its website apply. [Office of International Relations](#).

### **Mobility of Postgraduate Students**

The general conditions for participation in the Erasmus+ Program as well as the relevant procedures are determined centrally by the University. Students should visit his website [Office of International Relations](#) of ELMEPA to be informed about the participation conditions that apply each time. In any case, for each mobility, the student must have the approval of the academic coordinator (Departmental academic coordinator) of the Erasmus+ program of the accelerating Department of Social Work. The Learning Agreement is signed before the student's departure, and fully describes what the mobility will involve. The scholarship grant of each student moving abroad is calculated based on the cost of living in each country and is determined by the National Unit for Erasmus+ (State Scholarship Foundation).

At the moment, no bilateral agreements or Memoranda of Understanding have been signed to enable postgraduate students to attend a full semester of courses (30 ECTS) in programs of foreign Universities with which the Foundation has entered into cooperation. However, within the framework of the Erasmus+

European program, D.P.M.S students can move to countries outside of Greece in three (3) ways:

1. **To prepare their postgraduate thesis in** cooperating European Universities/research centers with full academic recognition through the application of the ECTS credits system. A condition for this is that the students meet the requirements for preparing a postgraduate thesis at D.P.M.S. and to have the consent of the supervisor of their thesis.
2. **To participate in a short Blended Intensive Program.** The participation takes place in parallel with the attendance of the D.P.M.S. in Greece. The host institution provides the student and the Department with a Transcript of Records in which the completion of the BIP is confirmed, and the student's grade as well as the ECTS credits are listed. The Information must be included in the Diploma Appendix.
3. **To carry out an internship in cooperating structures outside Greece after the end of their studies.** In this case, the application must be submitted before the completion of the postgraduate studies. To participate in an internship in collaborating structures outside Greece, the condition is the completion of the entire study program. After the completion of the internship, the host organization must send the student and ELMEPA an Internship Certificate, the information of which must also be included in the Diploma Appendix.

In all three cases, upon multiple applications, and since the positions offered by the Office of International Relations are not sufficient, the selection criteria by D.P.M.S. is the highest academic performance, and the completion of the courses within the stipulated study time, in addition to the adequate knowledge of the language of the host country, and the relevance of the subject. So far, no student has taken advantage of the mobility option, as the majority of them are working, except the participation of two students in the Blended Intensive Program in April 2024.

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### **Elaboration of Works at D.P.M.S**

#### **Master Thesis**

The following are the Regulations for the preparation of the Master's Thesis (MDE)





**GRADUATE STUDY PROGRAM**  
**"Interdisciplinary Management of Chronic Diseases, Disability and Aging"**



**REGULATION**  
**POSTGRADUATE DIPLOMATIC WORK**

**2023**

## **A. POSTGRADUATE DIPLOMATIC THESIS**

Its elaboration Master's Thesis (M.D.E.) is compulsory for all postgraduate students. The Official Gazette (Issue B' 2751/25.05.2022) establishing the Interdisciplinary Master's Program (MSc) entitled "Interdisciplinary Management of Chronic Diseases, Disability and Aging - MSc in Interdisciplinary Management of Chronic Diseases, Disability and Aging" refers to the basic principles of the preparation of the M.D.E., which are specified in this Regulation.

### **1. The issue of M.D.E.**

The matter of M.D.E. it must be of a high scientific level and be part of the knowledge fields of the taught courses.

### **2. Conditions for starting the preparation of M.D.E.**

Students in the full-time study program have the right to submit a proposal for the preparation of an M.D.E. after the 5th week of the 2nd semester (4th semester of studies or a longer semester in the part-time study program), and if the following conditions are met:

- (a) have attended the 'Biostatistics-Data Analysis' course,
- (b) have successfully passed the course 'Quantitative and Qualitative Research Methodology' and
- (c) have been successfully examined in two additional courses of the 1st semester of studies.

The Curriculum Committee (CCU) may set additional conditions, such as attending seminars on the use of the library, writing scientific papers, etc. The members of the academic staff who are part of the project team of the program can propose thematic units of interest or specific topics for the preparation of M.D.E. related to their academic subject/scientific field and the academic fields of the taught courses. The proposed topics/thematic units by the members of the academic staff are announced in eClass at the beginning of the 2nd semester. Based on the posted topics/thematic sections, students can get in touch with members of the academic staff to explore the possibility of cooperation and supervision of their M.D.E.

The candidate submits (a) an application, stating the proposed title, the supervisor and two other members who will form the Tri-Member Examination Committee (T.E.E.) and (b) the protocol M.D.E., in which the theoretical background, the research design and the expected results are indicated. The two (2) additional members of the examination committee may be members of D.E.P. or researchers of grades A, B or C, who hold a PhD and belong to the same or related specialty in which the work is thematically included. T.E.E. will evaluate the thesis and its presentation and conduct its final examination. After the applicant submits the application and the protocol, the E.P.S. approves the preparation and designates the supervisor of the M.D.E. and the two (2) additional members of the three-member examination committee.

The writing of the research protocol of the M.D.E. to the competent body of the D.M.P.S. requires cooperation with the supervisor, time, knowledge and research. The development of the research protocol is supported and approved by the supervising professor. In this preliminary protocol, the theoretical background, the topic (purpose/research questions), the research design/research methodology to be followed, the expected results and indicative literature to be used should be specified. The acceptance of the research proposal will be based on the relevance of the topic to the postgraduate program, its contribution to

the production of new knowledge and the elements of originality (Research Protocol Model in the eClass of the M.D.E. course).

### **3. Supervision of M.D.E.**

The supervision of the M.D.E. is undertaken by the supervising professor according to the law. 4957/2022. The students during the preparation of the M.D.E. should work closely with the supervising professor.

#### **3.1 Change of topic or replacement of a member of the T.E.E.**

Modification of the subject or replacement of a member of the T.E.E. is done following a proposal by the student or the supervisor to the competent body of the D.P.M.S. and is considered on a case-by-case basis. A change in the sense of minor modification - specification of the title of the thesis without changing the general topic and the basic design of the study, may be made after the submission of a relevant application by the postgraduate student signed by the supervisor at Secretariat of the D.P.M.S.

### **4. Form of the M.D.E.**

The M.D.E., it can be either research-based, empirical or bibliographic, in the form of a systematic review and/or meta-analysis. In any case, the M.D.E. must generally follow the instructions and rules contained in Part B of the M.D.E. Regulation.

#### **4.1 Drafting language of the M.D.E.**

The thesis can be written in Greek or English when the study program is offered in Greek and English when the study program is offered in English.

### **5. Public Support**

The text of the M.D.E. is submitted in final form after the end of the 3rd semester to T.E.E. The M.D.E. is first approved by T.E.E. and then it is supported before the T.E.E. at its special public and open meeting. The date is published at least five (5) days before the support under the responsibility of the Secretariat of the D.P.M.S. The text of the thesis and any publications or announcements that have resulted from it, as well as a control report of the percentage of textual similarity (similarity or originality report) are also submitted with the application. The check should be carried out by the postgraduate student in the university-instituted plagiarism checking software (indicatively, 'turnitin'). The maximum percentage of textual similarity is 25% and does not include the bibliographic sources. All documents are sent to T.E.E. members. under the responsibility of the students. Basic condition for the public support of the M.D.E. is that the student has successfully completed all the required courses of the study program. During the process of supporting the M.D.E. chaired by the supervising professor. The presentation of M.D.E. by the student is done orally and its duration should not exceed 30 minutes.

Then the student must answer the questions and comments of the members of the T.E.E. Only T.E.E. members have the right to speak during public support. A public dialogue on diplomacy can take place after the end of the presentation and the questions of the members of the T.E.E. At the end of M.D.E.'s presentation and discussion, T.E.E. meets without the presence of the examinee and the public and evaluates the M.D.E. T.E.E. evaluates and scores M.D.E on a scale from zero (0) to ten (10) with half or whole unit graduations. Passable grades are five (5) and higher. During the oral examination and grading, the following criteria are considered by T.E.E. with a maximum of 100%:

- Correctness and validity of content (30%)
- Structure of the M.D.E., according to the conditions of this Regulation (10%),

- Scientific adequacy of the literature review (10%). The reliability and quality of the bibliographic references are essential evaluation criteria of the bibliographic review,
- Correct use of bibliographic references according to the APA citation system-7th edition (5%),
- Evidence-based choice of methodology (20%),
- Spelling and syntactically correct use of the Greek language or the English language (5%),
- Presentation (20%). The presentation enables students to demonstrate communication skills using slides and other innovative IT media and applications.

**To answer the above, the following criteria are considered:**

- originality of the subject matter,
- critical perception of the existing relevant literature and its report,
- grounding opinions and arguments,
- deductive and synthetic ability, logical structure and consistency,
- documentation of opinions and information (footnotes-references-quotations),
- completeness of bibliography and sources,
- careful wording, correct writing, correct syntax, overall editing,
- clear and legible structure (clear distinction in chapters, sections, subsections, etc.),
- scrupulous adherence to the rules and guidelines for writing as described in the aforementioned text.

**In addition, theses must:**

- clearly and precisely define the questions they aim to answer,
- trace alternative answers in the existing literature,
- link the search and processing of empirical material (if any) to these questions,
- make clear the contribution of the thesis to answering the questions, as well as the original elements that contribute to the existing literature, and
- observe the rules of academic ethics.

**The decision of T.E.E. may be as follows:**

A. T.E.E. accepts the M.D.E. and grades it without requiring corrections or changes.

B. T.E.E. accepts the M.D.E. provided that the examined student proceeds within a strictly defined time with specific corrections or changes, which will be indicated in writing by T.E.E. In this case T.E.E. finalizes its decision and grades the M.D.E., after checking whether the examined student made the indicated corrections.

C. T.E.E. negatively evaluates the M.D.E. In the event of a negative judgment, the paper is resubmitted with the same topic and the process is repeated the next academic semester. In the case of a second negative judgment, the student is considered to have failed and is removed from the P.M.S. The judged student does not have the right to appeal against the final decision of the T.E.E.

In all three cases mentioned above, T.E.E. draws up and submits a signed relevant record, which it submits to the Secretariat of the D.P.M.S., after previously announcing its decision to the judged student.

## **6. Copies of M.D.E.**

The text of the M.D.E. submitted to T.E.E. in paper or electronic form for the judgment. At the end of the M.D.E. the following must be signed:

*"I expressly declare that, according to Article 8 of Law 1599/1986 and articles 2,4,6 par. 3 of n. 1256/1982, this work is exclusively the product of personal work and does not infringe any form of copyright of third parties and is not the product of partial or total copying, and the sources used are included in the bibliographic references".*

M.D.E., if approved by T.E.E. is deposited in electronic form at the Secretariat and the Library of ELMEPA with the aim of being made available in relevant repositories. All participating Departments retain the right to use and reproduce the M.D.E. and any accompanying research material for teaching and research purposes. In any scientific publication which results from the M.D.E., there must be a reference that the work was done in the context of the specific D.P.M.S.

## **7. Granting of the Master's Degree**

For the granting of the M.D.E., the student should submit to the Department Secretariat:

- a) certificate of deposit in the library of the digital form of the M.D.E.,
- b) a copy of the final text of the M.D.E in a pdf file,
- c) confirmation from the library that there is no pending loan of the student.

## **WRITING AND FORMATTING OF THE N.D.E.**

### **1. General instructions**

The M.D.E. it is suggested to run to approximately 15,000 – 20,000 words on typed A4 pages, 12 Times New Roman font and 1.5 spacing. The writing language of M.D.E. it can be Greek or English.

### **2. Modules of text M.D.E.**

The sections of the M.D.E. are the following (indicative):

- Cover
- Copyright notice
- Statement of academic integrity
- Acknowledgments (optional)
- Preface (optional)
- Summary in Greek (maximum word limit: 250)
- Abstract in English (maximum words: 250)
- Table of contents
- Index of figures and tables in which the titles of the Figures and Tables of the M.D.E. are included with reference to the relevant pages.
- Main part of the M.D.E. which is subdivided into:
  - Import. It includes the purpose of the M.D.E. and description of the chapters that follow.
  - Individual chapters and subchapters. Each has a title, which covers the entire content of that chapter/subchapter. Each chapter and subsection is numbered: Chapter 1, subsections 1.1, 1.2, 1.3 and so on. It is recommended that each chapter have an introduction at the beginning and an epilogue at the end. The epilogue will recap what has been said in this chapter and, at the same time, there will be a connection to the next chapter.
- Bibliography
- Appendices (questionnaires, interview guides, analytical tables, graphs, etc.).

#### **2.1. The main part of the M.D.E.**

The main part of the M.D.E consists of the following sections/chapters:

- Part A: Theoretical-Bibliographic review. The theoretical part of M.D.E. it must include the formulation of the subject under study and a critical narrative review of both Greek and international relevant literature. The extent of the content must not exceed 30% of the total M.D.E.
- Part B: Research, which is divided into the following subsections:

- Research case/Research questions,
- Research methodology (method, sample, research tools, etc. - see example of M.D.E. protocol),
- Results (results can be presented in subsections depending on the research questions),
- Discussion. Linking research findings to theory and relevant literature and interpreting them.
- Limitations of the research
- Conclusions and suggestions for future research.

### 3. Intellectual Property Statement

On page two (2) of the M.D.E. the copyright statement must be present. The copyright of M.D.E. belongs in accordance with the written provisions to those who contributed to its preparation (University, Department, supervisor, student). In any case, reference should be made to the authors of the paper, the title of the paper and the Department. Reference is made to copyright and the year (YYYY) of submission/delivery of the M.D.E. is filled in. according to the following template.

*Copyright@ 2023 Department of Social Work, School of Health Sciences, Hellenic Mediterranean University (ELMEPA) <https://sw.hmu.gr>*  
*The content of this M.D.E. is the intellectual property of the.....author(s), of ..... supervisor of the professor and the Department of Social Work, ELMEPA and are protected by the laws on intellectual property (Law 2121/1993 and rules of International Law applicable in Greece).*

### 4. Compliance with academic ethics – Plagiarism

#### 4.1. Declaration of adherence to academic ethics

On page three (3) of the M.D.E. the "Declaration of adherence to academic ethics" must be present:

#### **Declaration of adherence to academic ethics:**

*The undersigned student of the Interdisciplinary Management of Chronic Diseases, Disability and Aging MSc in Interdisciplinary Management of Chronic Diseases, Disability and Aging of the Department of Social Work of the Hellenic Mediterranean University declare responsible that this postgraduate diploma thesis entitled: "TITLE M.D.E." is entirely the product of my own work and that all sources used are fully cited. I also declare that it is not the product of any outside unauthorized assistance and that it has not been submitted to any other Institution or Organization for evaluation, nor has it been previously published in part or in whole.*

*(Signature)*

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*Full name*

#### 4.2. Plagiarism - Practices that violate codes of academic conduct

Plagiarism refers to the appropriation of the intellectual property of others. Plagiarism is the

appropriation of the ideas, concepts and works of other authors as the creation of the person writing the work (complete copying with the absence of citation, "paraphrasing" or "transformation" of the original text without citation, synthesis of parts of other works in a new text form with the copy-paste method). Publishing another person's work in addition to the ethical dimension is also a violation of copyright law and may result in legal penalties. Guidelines for avoiding plagiarism can be found [here](#). More generally, practices that violate the codes of academic ethics can be buying, stealing or borrowing a work written by another/others and presenting it as personal work as well as copying all or part of a work from the internet.

### **5. Use of inclusive language**

It is important to recognize the role of language as a tool that can contribute significantly to the inclusion of all forms of diversity and to avoiding the reproduction of stereotypical views. The way of writing and the language used in M.D.E. should be free from perceptions of stigmatization and stereotypes against individuals or groups based on specific characteristics such as gender, age, social class, religious beliefs, sexual orientation, etc.

### **6. Formatting the text**

For the writing of the M.D.E. font should be Times New Roman and size 12. Spacing is set to 1.5. The page margins should be approximately 2.5cm and the alignment should be complete. The page number must be written in the footer. If the work includes figures or tables, they should be numbered and titled. Regarding abbreviations (only existing known abbreviations are used), the first time they appear the full term should be written with the abbreviation in parentheses.

### **7. Citation of bibliographic sources**

There are many citation systems. It is proposed during the writing of the M.D.E. students to follow the 7th edition of APA Style (American Psychological Association's Formatting and Style Guide, Edition 7th). This refers to the Guide used by the publishing house Taylor & Francis, according to the American Psychological Association, 7th edition. A bibliographic citation guide according to APA in Greek is also available in the following link:

<https://lib.hmu.gr/en/printouts-guides/>

## **INDICATIVE BIBLIOGRAPHY FOR FURTHER STUDY**

### **Books**

- Venianaki, A. & Georgiadis, M. (2021). Research Paper Writing in the Social Sciences & Humanities. Athens: Gutenberg
- Andreadakis N. & Vambukas M. (2005). Guide to preparing and writing a written research paper. Athens: Atrapos.
- Bell, J. (2007). How to write a scientific paper. Athens: Metaichmio.
- Zafeiropoulos, K. (2015). How is a scientific paper done? (2nd ed.) Athens: Kritiki.

### **Online resources**

- Dafermos, M. & Tsaoussis, G. (2014). [Guide to Writing Diploma Theses and Doctoral Dissertations](#).
- Hellenic Mediterranean University - Information Center Library (ex.x). [Plagiarism Avoidance Guide](#)(e.g.).
- Hellenic Mediterranean University - Information Center Library (ex.x). [APA Reference Guide](#)

## Lesson assignments

The tasks carried out in the framework of the courses of the D.P.M.S. generally follow the instructions for preparing the Master's Thesis posted on Open eclass. For some courses, the instructions are specified by the teacher in charge of the course. Below are indicative instructions for assignments of two courses given by the responsible teachers of modules/courses [CHNA-A03: Understanding Health and its Determinants](#) and [XNA-A04: Quantitative and Qualitative Research Methodology](#)