



Master of Disaster Management, M.DM.
School of Public Health
Faculty of Medical & Health Sciences
Tel Aviv University

Final Project's Guidelines for Master Students at the School of Public Health (Regular Track, without a Thesis)

The Final Projects Committee provides the entirety of all guidelines and regulations for the final project on their website: https://med.tau.ac.il/project_tfasim.

The Committee's English website is currently under construction. The following is a translation of the content on the abovementioned website into English. In case of any contradiction between this document and the regulations of the Committee on its official website, the latter prevails.

The final project aims to allow students to experience and practice using the theoretical material acquired during their studies. The project can be theoretical or analytical while emphasizing the scientific approach and contributing to advancing existing understanding and/or knowledge.

A. Selecting a topic and supervisor

The project supervisor should be a faculty member at the School of Public Health, the Faculty of Medical and Health Sciences, or the Faculty of Management at Tel Aviv University. Individuals in senior positions in the health system (including positions in hospital management, health funds, and heads of departments, institutes, and hospital units / Ministry of Health) can also serve as supervisors, even if they are not faculty members at Tel Aviv University. The supervisor must hold a Ph.D. or MD degree. The final project is individual work and cannot be performed in pairs or groups.

The project proposal and the supervisor's name will be submitted for approval by the Final Project's Sub-Committee of the Final Papers Committee of the School of Public Health.

The student and supervisor will sign a form indicating their joint willingness to contract into a supervisee-supervisor interaction.

Students in the Department of Emergency & Disaster Management must submit their project proposal 30 days after the beginning of the second semester of the study enrollment year.

The student is responsible for exploring in advance whether ethical approval is required and taking action to acquire such approval, if necessary, to ensure that the project will end in due time. The final project paper will be submitted by the end of the school year of enrollment and will not exceed 40 pages. The final paper is to be submitted per the checklist of the specific project type (see section B).

B. Types of final projects – one of the following can be chosen:

- **Literature Review:** A critical reading of relevant literature and a discussion of a subject on which there is no consensus in the literature, as well as the presentation of the various aspects of the subject according to existing literature. The articles will address medical research and discuss open research questions in epidemiology, preventive medicine, health promotion, health policy, or disaster management.

Appropriate scope: At least 10 analytical articles published in peer-reviewed scientific journals.

- Writing a complete research proposal including an introduction, literature review, description of research objectives and hypotheses, research methods (including a definition of the study population, sampling framework and sampling method, definition of the study variables, data collection methods, statistical analysis, and sample size calculation), and potential methodological limitations (including biases and confounders).
- Analytical epidemiological research includes a brief literature review, construction of a research questionnaire, concise description of research objectives and methods, data processing and analysis, summary, and conclusions. Such a project can be performed using existing databases.
- Laboratory-epidemiological research includes a brief literature review, a concise description of the goals and methods of the study, limited data collection, data analysis, summary, and conclusions.
- Policy studies in emergency and disaster management include a short literature review, a brief description of the objectives and methodology, limited data collection from existing sources, data analysis, discussion, and conclusions.

C. Proposal for a final project

Submission date: 30 days into the second semester of the year of enrollment into the program.

Proposal structure (follow the checklist for structure):

- Title page (see example) including names of the student and supervisor(s), the title of the project, original date of submission (and if needed, date of revision), and type of final project.
- Abstract (up to 500 words) including:
 - Introduction
 - Study objectives
 - Methods (including place of research)
- Description of the student's part and roles in the study
- Estimated schedule for conducting the study
- Reference to the required approvals (e.g., Helsinki Committee, Laboratory Safety, as needed).
- List of references (up to 5 references)

Mode of submission: The proposal will be submitted to the students' secretariat as both Word and PDF files via the following email: sphprojects@tauex.tau.ac.il.

A signed supervisor form for proposal submission will be sent directly by the supervisor to sphprojects@tauex.tau.ac.il.

D. Scope of the project

The minimum scope for project work is equivalent to one working day per week for three months, at the end of which, the student will submit the summary of the project work according to the guidelines. However, the student is expected to devote additional time to complete the project as required.

E. Final project paper submission

Submission date: By the end of the school year of enrollment.

Final project structure (follow the appropriate checklist for structure):

The final project's paper will be up to 40 pages long and will include:

- Title page (see example)
- Structured abstract (including Introduction, Objectives, Methods, Results, and Conclusions)¹
- Table of contents
- Introduction (including the research question)
- Study objectives
- Methods
- Results
- Discussion and Conclusions
- Bibliography – **Must be submitted in Vancouver style – See appendix.**
- Appendices (if needed)

Notes:

- A final project of the type of research proposal will not include results and discussion/conclusions.
- The 40-page limit applies to the paper's body (introduction, objectives, methods, results, and discussion/conclusions).

Submission of the final paper in the format of a scientific paper:

Literature review projects, analytical epidemiological research, laboratory-epidemiological research, or policy studies can also be submitted in a scientific manuscript format. This is contingent upon the student being the first author and the supervisor being the last. Submission of a final paper as a scientific manuscript must adhere to the relevant and appropriate scientific checklist for manuscripts submission, such as STROBE for observational studies or PRISMA for literature reviews. You can consult the EQUATOR website to select the proper checklist: <https://www.equator-network.org/>

For all submission types: The final project paper will be submitted alongside the appropriate checklist filled out and signed by the student. After the supervisor's approval, the final project paper, bearing the supervisor's signature on the title page, will be submitted to the Committee for review and evaluation.

Mode of submission: The final paper will be submitted as both WORD and PDF files to the students' secretariat via the following email: sphprojects@tauex.tau.ac.il

A signed supervisor form for proposal submission will be sent directly by the supervisor to sphprojects@tauex.tau.ac.il

¹ For research proposals the structured abstract will include: Introduction, Objectives, Primary research question and hypotheses, Methods.

Appendix – Bibliography guidelines

1. References will be listed in the text in order of appearance
2. Each reference will be designated a number (according to the order of appearance) and will be indicated at the end of the relevant sentence in square brackets (e.g., "[1]" or "[1,2]"); in case multiple consecutive references are indicated, use a dash, for example: [1, 4-6].
3. Citation of scientific sources in footnotes is prohibited.
4. The bibliography will include references directly related to the topic and either published or accepted for publication only.
5. Each reference in the bibliography will include the following information:
 - Names of authors**
 - Title of the publication**
 - Name of journal**
 - Year**
 - Volume**
 - Pages (first and last)**
6. The acceptable reference style is **Vancouver**:
 - [U.S. National Library of Medicine](#) - Samples of Formatted References
 - [Citing and referencing: Vancouver](#) - University Monash
 - [Vancouver Reference Style Examples](#) - University of Western Australia
 - [Citing Medicine, 2nd edition](#) - The NLM Style Guide for Authors, Editors, and Publishers
7. Databases can be referenced in the methods sections only.
8. Citing a manuscript under "submitted" status (i.e., not yet accepted for publication) is prohibited. It can be included in the text as a footnote instead.
9. You can use tools for bibliography management. Instructions and guides on how to use these are available on the library's website.

Examples of citations (adapted from the U.S. National Library of Medicine):

Article in English published in a peer-reviewed journal:

Halpern SD, Ubel PA, Caplan AL. Solid-organ transplantation in HIV-infected patients. *N Engl J Med*. 2002 Jul 25;347(4):284-7.

Article in A language other than English published in a peer-reviewed journal:

Ellingsen AE, Wilhelmsen I. Sykdomsangst blant medisiner- og jusstudenter. *Tidsskr Nor Laegeforen*. 2002;122(8):785-7. Norwegian.

Section/chapter from a textbook:

Meltzer PS, Kallioniemi A, Trent JM. Chromosome alterations in human solid tumors. In: Vogelstein B, Kinzler KW, editors. The genetic basis of human cancer. New York: McGraw-Hill; 2002. p. 93-113.

Citation of a website URL:

eatright.org [Internet]. Chicago: Academy of Nutrition and Dietetics; c2016 [cited 2016 Dec 27]. Available from: <https://www.eatright.org/>.

Additional instructions can be found on the library's website.