

# Guideline for the design of scientific papers

Institute of Production and Supply Chain Management  
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TECHNISCHE  
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## Guideline for the design of scientific papers

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## 1 Scientific Work

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Students of Industrial Engineering and Business Information Systems as well as students of the business master programs at the Technical University of Darmstadt have to write several scientific papers in the course of their studies. Many students feel considerably insecure about this. In order to provide initial assistance in this area, we have developed this guide to support you with the content and formal design of seminar papers, Bachelor's and Master's theses at our department. When writing your thesis or seminar paper, please use the **document template for theses** that we provide on our institute's website. In case that you want to work with LaTeX, please use the template from the TU Darmstadt and adapt it according to our document template for theses.

Of course, we cannot clarify every detailed problem that such a work raises. For this reason, it is helpful to consult special literature in addition to discussions with the supervisor. The following books aid in writing scientific papers:

**BAILEY, S.:** Academic writing for international students of business and economics, London, Routledge 2020.

**BÄNSCH, A.:** Wissenschaftliches Arbeiten, 9. Auflage, München/Wien 2007.

**DICHTL, E.:** Deutsch für Ökonomen – Lehrbeispiel für Sprachbeflissene, München 1996.

**HOPPE, U., KUHLE, J.:** Diplomarbeiten schreiben am PC – Text, Graphik und Recherche mit Windows, Word und WWW, München 1996.

**KRÄMER, W.:** Wie schreibe ich eine Seminar- oder Examensarbeit, 3. Auflage, Frankfurt a. M. 2009.

**MACGILCHRIST, F.:** Academic Writing, 1. Auflage, Stuttgart: UTB GmbH, Schöningh 2014.

**MARSHALL, S.:** Advance in Academic Writing: Integrating research, critical thinking, academic research and writing, Pearson; Éditions du Renouveau Pédagogique Inc. (ERPI), Montréal, Quebec 2017.

**THEISEN, M. R.:** Wissenschaftliches Arbeiten – Technik – Methodik – Form, 14. Auflage, München 2008.

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## 2 Literature Search and Evaluation

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The search for appropriate professional literature and its confident handling are indispensable prerequisites for scientific work. A promising entry into the subject leads through the library of the university or the department. A large part of the holdings of the University and State Library (ULB) is available as a free copy, i.e., the books and journals are on the shelf and can be picked up by the user. Many books and journals can also be accessed electronically via the ULB website. It is advisable to familiarize yourself with the library even before writing your first research paper. This includes knowing the opening hours, how to use the catalogs, how to search databases in a targeted manner, how to make reservations for borrowed books, how to initiate interlibrary loan orders, etc. To give every student in Darmstadt the opportunity to get to know the library, the ULB offers numerous guided tours and training courses every semester. Attendance at such courses is strongly recommended for everyone working in science.

The examination of literature primarily serves two purposes: on the one hand, the distinction of the topic, and, on the other hand, the review and analysis of the state of knowledge documented in the literature. For this purpose, all technical aids for the acquisition of sources, such as reference works, library catalogs, bibliographies, periodicals, databases, and the internet, are to be used.

### Reference Works

Reference works, such as language dictionaries, specialized encyclopedias, and technical dictionaries, provide a first insight into the subject. The latter contain overview essays by renowned scientists under the respective keywords, which briefly discuss the problem, the development, the state of research and the essential literature. They are helpful in assessing the importance of certain writings in the development and structure of a field.

### Library Catalogs

A suitable starting point for systematic literature research is the Darmstadt Catalog Portal (DAKAPO), which lists the available literature (books, journals, CD-ROMS, databases). Nowadays, these catalogs are usually no longer maintained in conventional form, i.e., as card or microfiche catalogs, but instead in electronic form as OPAC (Online Public Access Catalogue).

The search in the OPAC can be carried out according to formal criteria (author name, title, publisher, year, etc.) as well as factual criteria (keyword or headword). A keyword is a short and precise term for the factual content of a document - independent of its language and title. Searching by keywords is therefore particularly suitable for finding subject-specific literature.

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However, individual journal articles – with a few exceptions – are not recorded in OPAC. Thus, for the factual search of article literature, bibliographies and databases must first be consulted before OPAC can be used to check whether the corresponding journal is available in the library. In addition to the literature search, most OPACs offer the possibility to control one's own user account as well as to carry out renewals and reservations. The search in regional and national catalogs, which lists the holdings of several libraries, makes it possible to find literature that is not available in the local library. This literature can be obtained via interlibrary loan as well as document delivery services in a short period of time.

### **Bibliographies**

Unlike library catalogs, bibliographies are not inventories, but directories that list the literature of a country or language area, a period of time, or a subject area, regardless of the presence of the literature in a particular library.

According to the type of literature listed, two types of bibliographies are distinguished: general, i.e., interdisciplinary, and subject-specialized bibliographies. Both can be further differentiated according to mode of publication (created once or continuously updated), reporting period (literature of a certain time period), linguistic and/or geographical origin (German-language literature, literature published in Germany). The national bibliographies as interdisciplinary bibliographies are the most reliable source for literature searches since obligatory copies of every published title must be submitted to the responsible national library. For scientific work, it is much more important to search in subject bibliographies, which list the literature on an entire subject spectrum or on individual sub-areas – uncommented or with explanations.

A special form of bibliography is the Citation Index (e.g., Social Sciences Citation Index). Starting from a specific journal article, it allows searching for more recent literature that cites this article. It is thus an instrument for a forward-oriented search.

In general, bibliographies do not contain ownership records of individual libraries, so that after searching the bibliography in the OPAC of the library, it is necessary to check on site whether the relevant literature is available. Each scientific researcher should inform himself/herself in time about the bibliographies relevant to his/her field and familiarize himself/herself with their content, structure and use.

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## **Periodicals**

Even regularly updated bibliographies and catalogs naturally show a certain time lag in the cataloging of published literature and can therefore only rarely reflect the latest state of research. This gap must be closed with the help of periodicals. These include yearbooks, journals, newspapers, and magazines. The journals are of special importance, since they are the source of current discussions in the field. New research approaches and reports are published there.

The observation and monitoring of newly published literature is facilitated by so-called Current Awareness services, such as Current Contents databases or e-mail alerting services. A prerequisite for this type of literature monitoring is knowledge of the publications relevant to the subject to be monitored.

## **Databases**

Databases are structured collections of information of various kinds in electronic form. In general, three different types of databases are available to users: bibliographic databases, full-text databases, and factual databases.

Similar to bibliographies, bibliographic databases are compilations of relevant literature selected according to specific criteria. The conception of the database determines which materials (books, journals, anthologies, congress volumes, working papers, etc.) are evaluated. Compared to printed bibliographies, they offer the advantages of being up to date, better search and combination possibilities, as well as the further usability of the search results (printout or storage for own bibliographies). Generally, databases do not contain ownership records of individual libraries, so that it is necessary to check in a further search step with the help of the OPAC whether the found literature is available in the respective library. Some databases allow the user to start an availability search in the local OPAC directly from the database search results. At the Darmstadt University and State Library, the following economic bibliographic databases are, among others, available to the academic researcher: Business Source Premier (via EBSCOhost) and ScienceDirect / Elsevier Journal Backfiles.

Full-text databases do not only contain bibliographic information, but also the entire text of a document, e.g., that of a journal article or a law. Members of the Technical University of Darmstadt have free access to the full-text database SpringerLink.

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Factual databases are collections of statistical, numerical, or similar data. The Darmstadt ULB contains, for example, the economic fact database STATIS (time series of the German Federal Statistical Office).

### **Internet**

The internet can provide invaluable services in information research, but caution is required in full-text searches. The internet is an unorganized flood of information that is unclear, unstructured, and often unreliable. A large part of the information is of a non-scientific nature and/or not well-founded and should be used critically, as it is not subject to institutionalized control. Random typing of search terms or aimless and purposeless browsing is not suitable for scientific information research, since finding the relevant literature is made difficult by the vast number of results. Directories and search engines are useful for effective and efficient internet research.

Directories (web catalogs/portals/directories) are usually hierarchical, thematically structured link lists that are compiled manually by commercial, but also scientifically oriented providers. Given the size of the internet, web catalogs are relatively small, but their quality - especially the scientifically oriented directories - makes them a good starting point for systematic research.

Search engines browse the internet automatically and generally without regard to quality. The numerous search engines differ, among other things, in terms of the degree of web coverage and the quality of the results. These peculiarities should be considered when searching for information on the internet with the help of search engines.

Furthermore, the internet offers the advantage for scientific work to enable fast and location-independent access to a wide range of important information. Numerous research institutions publish working papers, discussion papers, etc. on the internet. In addition, many library catalogs are accessible via the internet. Moreover, discussion forums and mailing lists accelerate scientific communication.

The systematic search for sources - even in special and well-defined research areas - usually brings to light an unmanageable stock of literature. The researcher has to select from this stock, since not every source is citable or worth citing.<sup>1</sup> In addition, an oversized flood of literature often proves to be a motivational barrier to starting work. You should make the first pre-selection based on the following information: title and subtitle of the source, preface, au-

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<sup>1</sup> Sources and secondary materials are citable if they have been published. Public magazines ("Vital Magazin", "Fit for fun", etc.) and corresponding publications do not have the property of being citable.



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thor, and year of publication. It is helpful to limit the preliminary selection to a few key references from which ideas for the outline of the paper can be derived. Your advisor will be happy to help you with this.

### **Source/literature not available?**

When searching for literature, often the question arises what to do if the literature cannot be obtained in a cost-neutral manner. In these cases, the following two approaches are possible:

- Interlibrary loan via the ULB Darmstadt or use of the article delivery service of the TU Darmstadt. The interlibrary loan of articles via the ULB is usually inexpensive.
- Direct inquiry to the authors (e.g., you can often find contact information on Research Gate or on the pages of the journals or publishers).

### **VPN Access**

To be able to use all ULB access points for literature research outside the university network, it is advisable to install the VPN client of the university computer center (Hochschulrechenzentrum, HRZ) on your computer. You can find more information under the following link: [https://www.hrz.tu-darmstadt.de/services/it\\_services/vpn/index.en.jsp](https://www.hrz.tu-darmstadt.de/services/it_services/vpn/index.en.jsp)

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## **3 Scope and Structure of the Work**

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### **3.1 Bachelor's and Master's Theses**

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The working time of your thesis depends on the respective examination regulations of your degree program. The scope of a three-month Bachelor's thesis should be about 60 text pages, and a six-month Master's thesis about 100 text pages.

Bachelor's and Master's theses must be submitted in duplicate, bound copies, as well as in the form of an identical electronic version (for electronic archiving in the digital archive TUbama) to the Office of Student Affairs of the Department 1 (or the respective Office of Student Affairs according to your study regulations).

In addition, completed work must be made available to the supervisor in electronic form (PDF, Word), including additional files (implementation, data sets etc.).

The structure of the thesis is explained in detail in the template for written papers provided by the Institute of Production and Supply Chain Management and corresponds with the following outline:

1. Cover Sheet
2. "Second Page"
3. Thesis Statement
4. List of Contents
5. List of Figures (optional)
6. List of Tables (optional)
7. List of Abbreviations (optional)
8. Text
9. References
10. Appendix (optional)

Components marked as optional are to be used only as required.

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## **3.2 Seminar Papers**

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The length of a Bachelor's seminar paper should be approx. 15-20 pages and that of a Master's seminar paper approx. 25-30 pages.

One printed copy of the seminar papers should be submitted in bound form to the supervisor or to the secretary's office of the department. In addition, completed work must be made available to the supervisor in electronic form (PDF, Word), including additional files (implementation, data sets etc.).

The structure of the paper is explained in detail in the template for written papers provided by the Institute of Production and Supply Chain Management and corresponds with the following outline:

1. Cover sheet
2. "Second page"
3. List of Contents
4. List of Figures (optional)
5. List of Tables (optional)
6. List of Abbreviations (optional)
7. Text
8. References
9. Appendix (optional)

Components marked as optional are to be used only as required.

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## 4 Logical and Content Structure

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### 4.1 Outline

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The outline is a central component of the work and should show how you have structured and worked on the topic. It should not only clarify the coherent structure and thus the concept of your work but also provide orientation in terms of content and information on the value of your contribution. For this reason, you should try to formulate the headings in a way that is easy to understand, and as short and precise as possible. Furthermore, the following principles should be considered when working on the outline: a consistent and self-contained line of thought is shown by an outline that is both formally and logically correct. It is recommended not to exceed an outline depth of three levels for seminar papers and four levels for Bachelor's and Master's theses, otherwise there is a risk of confusion. Each new bullet point should be followed by at least one A4 page of text. It should be noted that the text always follows the chapter heading of the lowest level. Accordingly, between two consecutive headings of different hierarchies, only announcements or explanations referring to the following chapter should appear. Moreover, when working on the outline, it is necessary to ensure that a sub-item is always followed by at least one other item on the same hierarchical level (every 1 is followed by a 2!). Make sure that headings on the same level are logically consistent as well. Do not use misleading symbols or abbreviations and do not anticipate the results of your work in the chapter headings. The structuring of your work should not be misunderstood as a "tiresome evil", but is an important aid in organizing your thoughts and in forming a concept. If you can structure your work correctly in terms of form and logic, you have usually understood what you are trying to put down on paper.

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### 4.2 Manuscript

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Scientific work means penetrating the most important literature sources in a subject area, summarizing or reproducing them in the relevant excerpts (not just recounting them), and critically evaluating the state of research in this field. This fact is only fulfilled if cognitive achievements such as analyzing, questioning, justifying, evaluating, concluding, etc. have been made and are proven by documentation. Conversely, this means that unsystematic descriptions, enumerations, or examples are not achievements of scientific work, but are usually suitable to concretize abstract statements and make them understandable. In particular, the nonreflective reproduction of already summarized sources, such as literature reviews or textbooks, is not an achievement of scientific work.

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Every scientific paper consists of an introduction, a main part, and a conclusion. In the introductory chapter, the topic should be justified, the aim of the work explained, and an overview of the structure and the argumentation should be given. If necessary, the topicality, the scientific importance of the topic, or its classification in business administration can be emphasized. It may also be appropriate to formulate specific research questions and outline the methodology adopted within the work to answer the questions.

The main part comprises all explanations of the topic. This includes a critical analysis of the existing literature. As such, it must be closed and complete, i.e., neither notes nor illustrations or other supplements may be absolutely necessary for understanding the text. If detailed problems are neglected, this must be justified in terms of content (and not with the scope of the work). For each section, the author should ask him/herself to what extent his/her line of thought contributes to the discussion of the topic. It must be noted that all statements – except for trivial and logically justifiable statements – must be accompanied by references. This is the only way in which the interested reader can follow the flow of thoughts and check the results. This does not mean that own evaluations are not permitted. On the contrary, every scientific paper should have a certain originality, because only in this way the author can prove that he/she is able to develop, formulate and justify his/her own ideas. For this purpose, approaches from other disciplines can be used, gaps and contradictions in the literature should be pointed out, and own concepts for problem solving should be developed. Speculation is permissible, especially in the concluding part of the paper, provided that the author identifies and justifies it as such.

The concluding chapter completes the work and is both a kindness and help to the reader. It should clarify how the raised questions in the introduction have been answered. In addition, when writing the final chapter, the author can check whether his work contains imbalances, contradictions, leaps of thought and prolixity. The concluding chapter may contain a summary in form of assertions and a statement by the author, or it may provide an outlook on problems that have not been solved yet and thus reveal the need for further research in this area. Additionally, it can be useful to revisit critical assumptions of the work, to discuss their implications and to derive further research needs from them.

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### **4.3 Revision**

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After completing the manuscript, a revision of the text is absolutely necessary. Not only the spelling and punctuation of the work should be checked, but also that the work is free of su-

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perfidialities, trivialities, redundancies, errors in citation and structuring. When revising the work, the author should ask himself/herself whether the work reflects the current discussion in this research area, whether the reader can recognize a central theme, and whether theories, models and explanatory approaches have been explained correctly. In this context, it may be helpful to ask yourself the following questions: Is the chosen methodology suitable for answering the posed research question(s) in the beginning? Do you explain the basics of all methods/models/approaches of the main part? Are facts explained in the basic section that are not relevant for the main section and can thus be omitted? Are all fundamentals explained in the basic section or are fundamentals also supplied in the main section (which should be avoided)?

Furthermore, it must be checked, whether the analysis is critical, problems are discussed, and conclusions have been drawn and whether the central statements are scientifically substantiated and/or empirically proven.

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## 5 Main Section

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### 5.1 Citation

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If you do not want to be guilty of intellectual theft, you must provide citations for all statements from the literature processed and used in the text. For this purpose, the author has two basic citation techniques at his disposal – the full citation and the short citation. The full citation is used in papers that do not have an independent bibliography. Since this is mandatory in seminar papers, Bachelor's, and Master's theses, the use of the short citation method in footnotes, the Harvard citation method, or the APA style is recommended. Each citation method has its advantages and disadvantages, and you are free to choose the citation method you want to use in your thesis. In any case, it is important that you use the chosen citation method consistently in your thesis. In the following, we will go more into detail on the application of the short citation method with footnotes. Here, each title is recorded as follows - regardless of whether it is the first or a repeated appearance:

Author (year of publication), page(s)
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In the reference section, the title is listed with all bibliographic data. Footnotes are identified by superscript Arabic numerals and numbered either throughout the paper or chapter by chapter - regardless of whether they contain source information or explanatory comments. The footnote text belongs – as the name suggests – at the foot of the page and is separated from the text part by a horizontal line. It is suggested to note only the author's name, the year and the page number(s). Several titles by the same author in one year are distinguished with small letters after the year (e.g., 2002a). If a title has more than one author the following rule applies: If a title has less than two authors, both names have to be cited while more than three authors per title have to be abbreviated after the first author with “et al.” (e.g. Hochrein & Glock (2012), Bloech et al. (1998)).

#### Direct citation

A basic distinction is made between direct and indirect citations. Direct citations are statements made by a third party that are incorporated verbatim, i.e., to the letter and character, into the author's own text. These statements are placed in quotation marks in the text. The omission of a word is indicated in the quotation by two dots. If more than one word is omitted, three dots are placed. Necessary additions by the author are placed in square brackets -

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this applies in particular to grammatical changes caused by the sentence structure, and own emphasis marks. The citation note begins in the footnote with the surname of the cited author without any indicative remark.

„To avoid the negative consequences of a growing amount of literature and to benefit from an increasing knowledge base, it is important to regularly analyse, synthesise and criticise existing works ... . This can be done with the help of a **literature review** [accentuation not in the original].“<sup>2</sup>

### **Indirect citation**

All forms of textual borrowing, analogous reproduction, or supporting argumentation are required to be treated as indirect citations. Even a completely own formulation does not release from the obligation to indicate the processed literature. An indirect quotation is also indicated by a footnote in the text. The note is made after the closing punctuation mark, not after the mention of the name or in headings. However, if the citation refers to a single word, the note is placed immediately after it. The footnote is introduced with a "Cf." or a "see" (for indicative remarks).

A literature analysis can help to critically analyze and synthesize existing literature. It can provide a knowledge base and help structuring large amounts of research.<sup>3</sup>

Generally, the reference for a citation is always the original text. Only if this is not available after intensive research, a so-called secondary citation is permissible. In this case, the original source must be indicated and the addition "quoted from" must be added, indicating the actual source. Both sources must then be included in the reference section.

„Wer einen fremden Text wörtlich oder inhaltlich übernimmt und ihn als seinen eigenen ausgibt, betrügt den Leser und macht sich des Plagiats schuldig. Man sollte vermuten, dass so etwas nur ganz selten vorkäme. ... Erstaunlicherweise sind jedoch zahlreiche Seminararbeiten ... voller Plagiate, manche von ihnen sogar ein einziges Plagiat, ohne dass ihren Verfassern dies klar geworden wäre.“<sup>4</sup>

### **Annotations**

Not only source references, but also all annotations belong in the footnotes, i.e., additions to the text that are not absolutely necessary for understanding what has been written, or for the author's argumentation. These include alternative wording, sample enumerations, recom-

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<sup>2</sup> Hochrein & Glock (2012), p. 3.

<sup>3</sup> Cf. Hochrein & Glock (2012), p. 3.

<sup>4</sup> Standop (1994), p. 190, quoted from Theisen (1998), p. 124.



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mended readings, more detailed explanations that would otherwise disrupt the flow of the argument, and further areas in the work that help provide context.

Always avoid "double footnotes" when citing. When referring to multiple sources in the same section of your text, combine them in one footnote.

Example:

[Sample text].<sup>5</sup> = good

[Sample text].<sup>6,7</sup> = bad

If you refer to the same text passage several times in succession (e.g., to a specific model or illustration), please quote with "Cf. to this and in the following". Make sure that it is always clear what "in the following" refers to.

If possible, avoid basing many successive text passages on a single source. It is better to use as many different sources as possible to reflect all the research results that have been published so far, and not to present the results of a single source in a one-sided way.

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## 5.2 Appendix and References

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### Appendix

Only supplementary materials and documents which are not absolutely necessary for understanding of the text, but which appear to be suitable for providing the reader with further topic-related information, may be included in the appendix. The appendix is placed directly after the text, the pagination with Roman numerals from the beginning of the document is continued. The individual components of the appendix are labeled with large Roman numerals and their headings are included in the list of contents.

### References

The reference section is added after the text (but before the appendix). All publications cited in the work, including those referred to in the appendix, in illustrations, or in annotations, are included in alphabetical order. Each title is recorded with all bibliographic data.

The following information is required for the sources in the reference section:

a) **Books**

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Author1{; Author2, ...} (Year): Title, edition, publisher, place of publication.

**b) Contributions to editorial boards, compilations, and loose-leaf collections**

Author1{; Author2, ...} (Year): Title. Editor1{; Editor2, ...} (ed.): Title of the compilation, edition, place of publication.

**c) Journals**

Author1{; Author2, ...} (Year): Title. Title of the journal, volume number (issue or part number), pages.

**d) Newspaper articles**

Author1{; Author2, ...} (Year): Title. Title of the newspaper, number, date, pages.

**e) Articles on the internet**

Author1{; Author2, ...} (Year): Title of the document. Online: http-address, version number, accessed: date of access.

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## **6 Concluding Remarks**

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This guide is intended as an aid for writing scientific papers at our institute. It contains the essential points to be considered. However, we do not claim it to be complete. We would be pleased if you would give us feedback and make suggestions for improvement.

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## References

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- Hochrein, S.; Glock C. (2021):** Systematic literature reviews in purchasing and supply management research: A tertiary study. *International Journal of Integrated Supply Management*, Vol. 7(4), pp. 215-245.
- Standop, E. (1994):** Die Form der wissenschaftlichen Arbeit, 14. Auflage, Quelle und Meyer, Heidelberg.
- Theisen, M. R. (2000):** Wissenschaftliches Arbeiten. Technik – Methodik – Form, 9. Auflage, Vahlen, München.

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## Appendix

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### Examples of how to bibliographize each genre of literature

#### Monographs

**Bloech, J.; Bogaschewsky, R.; Buscher, U.; Daub, A.; Götze, U.; Roland, F. (2014):** Einführung in die Produktion, edition 7, Springer-Verlag, Berlin/Heidelberg.

**Bogaschewsky, R.; Rollberg, R. (1998):** Prozeßorientiertes Management, edition 1, Springer-Verlag, Berlin/Heidelberg.

**Davenport, T. H. (1992):** Process Innovation – Reengineering Work through Information Technology, Harvard Business School Press, Boston.

#### Contributions to editorial boards, compilations, and loose-leaf collections

**Adam, D. (1990):** Produktionsführungsplanung. Jacob, H. (ed.): Industriebetriebslehre, pp. 673-918.

**Adams, J. S. (1979):** Inequity in Social Exchange. Steers, R. M.; Porter, L. W. (ed.): Motivation, pp. 107-124.

**Bass, B.; Steyrer, J. (1995):** Transaktionale und transformationale Führung. Kieser, A.; Reber, G.; Wunderer, R. (ed.): Handwörterbuch, pp. 2053-2062.

#### Journal articles

**Adam, D.; Rollberg, R. (1995):** Komplexitätskosten. Die Betriebswirtschaft, Vol. 55(5), pp. 667-670.

**Burnes, B.; James, H. (1995):** Culture, Cognitive Dissonance, and the Management of Change. International Journal of Operations & Production Management, Vol. 15(8), S. 14-33.

**Hochrein, S.; Glock, C. (2012):** Systematic literature reviews in purchasing and supply management research: a tertiary study. International Journal of Integrated Supply Management, Vol. 7(4), pp. 215-245.

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## Newspaper articles

**Bullinger, H.-J. (1992):** F+E-Bereiche sind durch die Konkurrenz in Japan massiv unter Druck geraten. Handelsblatt, No. 226, 23.11.1992, p. 20.

**Bullinger, H.-J. (1992):** Orientierung der Dienstleistungsfunktion an relevanten Wertschöpfungsprozessen. Handelsblatt, No. 182, 21.9.1992, p. 20.

## Articles on the internet

**European Pallet Association e.V (2021):** EPAL EURO PALLET (EPAL 1). Online: <https://www.epal-pallets.org/eu-en/load-carriers/epal-euro-pallet>, accessed: 14.06.2021.

## Work reports

**Bogaschewsky, R.; Müller, H. (1997):** Kostenorientierte Optimierung logistischer Kunden-Lieferantenbeziehungen, Arbeitsbericht des Lehrstuhls für Betriebswirtschaftslehre, insbesondere Produktionswirtschaft, Dresdner Beiträge zur Betriebswirtschaftslehre, Nr. 8/97, Dresden.

## “Curiosities“

**AWF (Pub.) (1995):** Integrierter EDV-Einsatz in der Produktion, Computer Integrated Manufacturing, AWF-Empfehlungen, Eschborn.

**Deutsches Institut für Normung e. V. (Pub.) (1995):** DIN 55.350, Begriffe zu Qualitätsmanagement und Statistik, Teil 11, Berlin.

**Deutsches Institut für Normung e. V. (Pub.) (1995):** DIN EN ISO 8.420, Qualitätsmanagement, Beiblatt 1, Berlin.

**N. N. (1997):** Deutscher Hochschulführer, edition 57, Bonn.