

**DEPARTMENT OF AGRICULTURE AND FOOD SUPPLY
SÃO PAULO STATE AGENCY FOR AGRIBUSINESS TECHNOLOGY
FISHERIES INSTITUTE
GRADUATE PROGRAM**

PREPARING A DISSERTATION

Requirements

To obtain the title of Master, the student must defend a Dissertation before an Examination Committee. The Dissertation should represent original scientific research and demonstrate mastery of concepts and methods in the field.

The Master's Dissertation Defense can only be conducted after the candidate passes the Qualification Exam.

How to Apply?

The application to schedule the Dissertation Defense must be made by the Advisor through the PG INTRANET system, to the respective Area Council via the system <http://pesca-pos.chsti.com.br/>, which is also accessible on the postgraduate website <https://www.pesca.sp.gov.br/sistema-pg>. This can only be done after the submission of the Student Report (CAPES) to the Area Council for the current year, following the model sent annually by the Program to the student.

It is necessary to register the members of the examining committee in the "Teacher Registration" tab if they are not already in the system, including at least their full name, CPF, and email.

Next, the student's dissertation must be registered in the "Movement", "Postgraduate" tab, under the "Dissertation" action, filling in the requested fields with:

- Dissertation Title;
- Suggested date, time, and place for the defense;

- Selection of suggested individuals to compose the Examination Committee for Defense [3 (three) primary members and 3 (three) alternates], who must hold a doctorate degree, with at least one primary member and their respective alternate not being affiliated with the Program's faculty.

The Area Council will review the application and check if the student has met all the necessary requirements for the Defense. Once approved, the Council will forward the application to the Graduate Committee (CPG), which will choose, from the suggested names, 2 (two) primary members and 2 (two) alternates and will endorse the Council's decision, officially forming the Dissertation Defense Examination Committee.

After approval, the advisor will send to each member of the Examination Committee (primary and alternates) the invitation, the Program's guidelines for Dissertation Defense, and the electronic version of the Dissertation.

How does it work?

The public session will be opened by the president of the Examination Committee [represented by the Advisor], informing attendees of the Defense procedures and authorizing its start.

The candidate will present the work developed in the Master's Program, lasting from 30 to 50 minutes.

After the presentation, the candidate will be questioned by the Examination Committee members, each having up to 1 (one) hour, including the candidate's response time. Besides the content of the Dissertation, the quality of the work, the oral presentation, clarity, correct use of language, teaching resources used in the oral presentation, and the candidate's performance during questioning will be evaluated.

The Examination Committee will issue a written report, in the form of minutes, according to the model distributed by the Committee President, including the final grade: Approved or Not Approved. The final grade will be determined by a simple majority of the primary members.

Non-definitive copies of the Dissertation, containing notes made by the examiners, will be returned to the candidate to assist in the preparation of the final version of the Dissertation.

Failure in the Dissertation Defense will result in the student's dismissal from the Postgraduate Program. However, they will have the right to receive a certificate of participation in all activities developed during the course.

How to Prepare?

The Dissertation formatting must follow these criteria and sequence:

- The text must be typed on A4 white paper, with Book Antiqua font size 12. Paragraphs should be spaced 1.5 lines apart. Between paragraphs, skip a line. In the summary, abstract, and bibliography use single spacing.
- Tables and Figures should be inserted in the text, sequentially numbered in Arabic numerals, and should have a self-explanatory title. The title of Tables is always placed at the top, while the title of Figures is placed below them.
- Margins: top 2.5 cm, bottom 2.5 cm, left 3 cm, right 3 cm.
- Cover (with Title), blank page, back cover (identical to the cover), catalog card on the back of the back cover (only for definitive copies), and approval certificate (only for definitive copies). From there, the pages should be numbered.
- The catalog card, sized 8 x 12 cm, must be submitted by the student to the PG Secretariat 15 days before the submission of the final copies for its preparation.
- Dedication (optional)
- Acknowledgments
- Summary: Presentation of chapters and page numbers
- List of abbreviations and symbols (optional)
- Index of Tables and Figures (optional)

- Summary: In a single paragraph, including the objective, methodology, results, and conclusions, up to 1 page.
- Abstract: Translation of the Summary into English
- General Introduction: Central question that justified the work, including hypotheses based on the available literature on the chosen topic. Includes justification, objectives, and literature review. (Refers to the dissertation as a whole).
- Bibliographic References
- Chapter(s): Title, Summary, Introduction, Material and Methods, Results, Discussion, Conclusions, References (following the standards of the Institute of Fisheries Bulletin).
- Final Considerations (refers to the dissertation and is optional)
- Appendices (optional): Number them sequentially, starting from Appendix 1 (optional).

Important Notes:

- The approval certificate is a document provided by the advisor and automatically generated in the PG intranet space, bearing the signatures of the Committee members.
- Pages should be numbered at the bottom center. Page numbering starts from the Introduction, without numbering the first page. Pages before the Introduction should be numbered in lowercase Roman numerals (i, ii, iii, iv, v, vi, vii, viii, ix, x, etc.)
- Chapters should start on a new page, even if there is space on the final page of the previous chapter.
- Chapter titles should be in uppercase and bold, written on the left margin. Chapters are only numbered from the INTRODUCTION onwards.
- Subtitles should be in lowercase and bold, with 1.5 spacing below the title, numbered according to the chapter, e.g., 2.1, 2.2, etc.
- All titles and subtitles should be numbered in the summary.
- Appendix pages should be numbered sequentially.

- Before starting formatting, refer to previous dissertations to check the model. The watermark of the Fisheries Institute that composes the cover and back cover is available below.
- It is up to the student to prepare final copies for their own use or to give to Committee members. However, submitting the dissertation in PDF format according to the established standards to the PG Secretariat is mandatory for receiving the diploma.

**GOVERNO DO ESTADO DE SÃO PAULO
SECRETARIA DA AGRICULTURA E ABASTECIMENTO
AGÊNCIA PAULISTA DE TECNOLOGIA DOS AGRONEGÓCIOS
INSTITUTO DE PESCA
PROGRAMA DE PÓS-GRADUAÇÃO EM AQUICULTURA E PESCA**

**BIOLOGIA REPRODUTIVA DO CARANGUEJO-UÇÁ, *Ucides cordatus*
(LINNAEUS, 1763), EM IGUAPE, SP, BRASIL**

Bruno Sampaio Sant'Anna

**Orientador: Evandro Severino Rodrigues
Coorientador: Marcelo Antônio Amaro Pinheiro**

Dissertação apresentada ao Programa de Pós-graduação em Aquicultura e Pesca do Instituto de Pesca – APTA - SAA, como parte dos requisitos para obtenção do título de Mestre em Aquicultura e Pesca.

**São Paulo
Outubro - 2023**

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PESCA
PROGRAMA DE PÓS-GRADUAÇÃO EM AQUICULTURA E PESCA CERTIFICADO DE
APROVAÇÃO**

TÍTULO: Em MAIÚSCULAS, sem negrito, tamanho 14

AUTOR: EM MAIÚSCULAS, COM NEGRITO, tamanho 14

ORIENTADOR: Em minúsculas, com negrito, tamanho 14

CO-ORIENTADOR: (se houver) Em minúsculas, com negrito, 14

Aprovado como parte das exigências para obtenção do título de MESTRE EM
AQUICULTURA/PESCA pela Comissão Examinadora:

Prof. Dr. (Orientador)

Prof. Dr.

Prof. Dr.

Data da realização: 21 de outubro de 2023

Presidente da Comissão Examinadora Prof. Dr.
(ORIENTADOR)