

## INFORMATION REGARDING THE ESSAY

**The essay is** an academic form of writing that analyzes, discusses, or evaluates a specific subject.

**Essays are characterized** by their formal and serious tone, avoiding the use of colloquial vocabulary. They are organized and clear texts with a defined structure, including the introduction, body or core, and conclusion.

**The purpose of an essay** is to demonstrate one's knowledge, highlight differences or contrasts, investigate a fact, or solve a problem. The formal essay is characterized by the rigidity of its style, maintaining the basic structure of an essay, accompanied by formal, direct writing without ornaments or irrelevant expressions.

### **Parts of a formal essay:**

**Introduction:** This is the first paragraph where the thesis is established.

- In an introduction, you should present the topic you are going to address, briefly defining it.
- The key to the introduction is balance: it should not be too schematic, as a lack of content diminishes the interest of the work, nor too busy, as exposing all ideas in the introduction makes the rest of the essay nonsensical.
- The introduction is a good pretext to explain the structure of the essay (which often implies an intention), introduce acknowledgments, and explain the bibliography (why these authors were chosen and not others).

**Body of the essay:** Multiple paragraphs present the evidence supporting the author's arguments.

- In presenting an essay's argument, there are two options: inductive and deductive (By inductively presenting an argument, the author states a general thesis based on several previous premises—moving from particular to general. By deductively presenting an argument, the author considers that the conclusion is implicit in the premises and, therefore, starting from the general, moves to the particular).
- Regardless of the method chosen to develop your essay, consider clarity of presentation, synthesis ability, respect for structure, and combining data and realities with personal opinions and reflection.

**Conclusion:** This is a paragraph where the thesis is reaffirmed, and the main points of the text are synthesized.

- Conclusions usually serve to synthesize and strengthen the thesis. Therefore, one of the keys to this part of the essay is specificity and its limited length.

### **Bibliography:**

To maintain the consistency of your study, you must add a bibliography citing the books, publications, and articles consulted, in alphabetical order and following the predetermined methods of bibliographic citations.

### **REFERENCES (MODEL)**

[1] Moshe Idel, *Ascension on High in Jewish Mysticism: Pillars, Lines, Ladders*, (Budapest: Central University Press, 2005), 33.

[2] Sandu Frunză and Michael S. Jones, *Education and Cultural Diversity*, (Cluj: Provopress, 2006), 17.

### **Template Guide:**

- Single author/essay.
- Data regarding the author: name and SURNAME, Institution, City, Country, e-mail.
- Data regarding the scientific coordinator: Academic rank, Name and SURNAME, Institution.
- Page setup: top, bottom, left, right: 2.5 cm; format A4; font Times New Roman; size 12; line spacing 1.5; justify.
- Title of the paper: uppercase; size 20; bold; centered.
- Tables: must be preceded by a title; reference to the table should be made between round parentheses (Table 1).
- Charts and figures: should be prepared in a clear manner, so that they are legible in black and white printing.
- They should be accompanied by a title (size 10); reference to charts and figures should be made between round parentheses (Figure 1).