

SHORTENED TITLE OF YOUR THESIS/DISSERTATION

DISSERTATION/THESIS TITLE

(DOUBLE-SPACED, CENTERED, AND **ALL IN CAPS** WITH NO BOLD OR ITALICS)

Mary Smith

A thesis/dissertation submitted in partial fulfillment

of the requirements for the degree of

(your degree)

Department of (your department)

Victor Turner, Ph.D., Committee Chair

College of (your College)

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The University of Texas at Tyler
Tyler, Texas

This is to certify that the Master's Thesis/Doctoral Dissertation of

MARY SMITH (ALL CAPS)

has been approved for the thesis/dissertation requirement on
(your defense date)
for the (your degree) degree

Approvals:

Thesis/Dissertation Chair: Victor Turner, Ph.D.
(triple space between text and lines)

Member: Simone de Beauvoir, Ph.D.

Member: Carlos Casteneda, Ph.D.

Chair, Department of (name of Department)

Dean, College of (name of College)

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ACKNOWLEDGEMENT
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Even though this acknowledgement page is optional
I dedicate this page to you.

- No word or page limit.
- Dedications, if any, should appear in this section and not in a separate section.
- Use common numeral system for page numbers (1,2,3,4,5,6,7,8,9 etc.)

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Abstract (CENTERED AND BOLD)

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Your Name

Thesis/dissertation Chair: Victor Turner, Ph.D.

The University of Texas at Tyler

May 2011

- Brief overview of the thesis/dissertation and the main findings of the research.
- Maximum word count suggestion:
 - Dissertation: 350 words
 - Theses: 150 words
- Single paragraph, flush left with no indentation.

Keywords: (italicized)

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- Chapter titles should be in **ALL CAPS** and be preceded and followed by blank lines.
- Section Headings:
 - Optional on TOC but if you include them for one chapter then you must include them for all chapters.
 - Subheadings must match exactly between the TOC and the body – including punctuation and capitalization.

LIST OF TABLES (ALL CAPS)

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LIST OF FIGURES (ALL CAPS)

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- List of Tables and Figures:
 - Each is a separate page.
 - Create headings of Table (or Figure) and Page, and do not repeat the words Table or Figure for each item on the list.
 - Table titles must be documented.
 - Figure captions can be shortened to the first statement or sentence of a documentation caption.

Chapter 1

Introduction and General Information

Formatting for body of the paper:

- Double spaced formatting.
- Margins should generally be 1 inch on each sides of the page.
 - Leave an inch and a half on the left side of the page if printing/binding.

Heading 2

Flush left, no caps, bolded, written in title case.

Heading 3

Flush left, bolded, written in title case, italicized.

Heading 4. Indented, bolded, written in title case, written in line with paragraph.

Chapter 2

Literature Review

Heading 2

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Heading 3

Flush left, bolded, written in title case, italicized.

Heading 4. Indented, bolded, written in title case, written in line with paragraph.

Tables and figures embedded within the text should be placed on either the same page as the first mention in the text, or on the page following the first mention of the text. Large tables and figures should be placed on a separate page. The page before the table/figure should be a full page of text, unless it happens to occur at the end of the chapter. This applies even if a paragraph must be broken across pages.

Tables and figures may also be placed in an appendix at the end of the thesis/dissertation. If you do this, be sure to note that the tables/figures are located in the appendix. This can be done either parenthetically or with footnotes. You may place all tables and figures in an appendix, or just a few. If you choose to place all tables and figures in the appendix, you can note that “All tables and figures are located in the appendix” after the first mention of a table or figure.

Table titles should be placed above the tables. Figure titles should be placed above the figure.

The font for tables must match the font for the body of the text. All tables must have at least 2 columns and a heading row. Tables must also have at least 3 grid lines.

Table 1 (tables and figures are numbered sequentially, follows Heading 2 format)

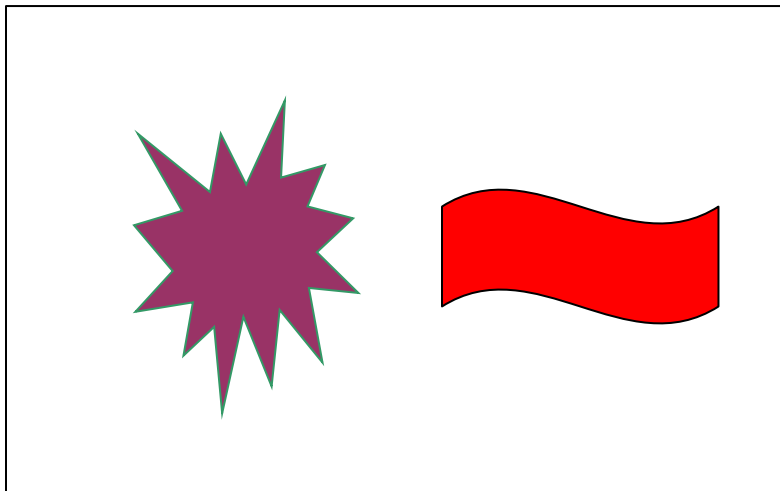
Title of Table (italicized title that briefly describes table/figure)

<i>Column One</i>	<i>Column Two</i>
Table data	Table data
Table data	Table data
Table data	Table data
Table data	Table data
Table data	Table data
Table data	Table data
Table data	Table data

Note. (italicized, OPTIONAL) – General notes that apply to entire table should come before specific notes.

Figure 1

Title of Figure



Note. (italicized, OPTIONAL) – General notes that apply to entire table should come before specific notes.

Chapter 3

Materials and Methods

Heading 2

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Heading 3

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Chapter 4

Discussion

Heading 2

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Heading 3

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Chapter 5

Conclusions and Recommendations

Heading 2

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Heading 3

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References

Here in begins your list of references: texts and stuff on any source you explicitly cited in your manuscript.

Double space between entries; single space within each entry.

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Bibliography

The Bibliography is optional for including all source material you did not explicitly cite in your manuscript.

Double space between entries, single space within entries.

Appendix A (Bolded and centered)

You'll put appendix material here. This section is optional as well. You can place tables and figures in the appendix if you like, which is what many journals prefer. If you choose this option, you should indicate that tables and figures are in the appendix after the first mention in the text. You can place some tables/figures in the text and others in the appendix.

You might also use the appendix for including raw data, research instruments, additional material, etc.

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Appendix B (Bolded and centered)

You'll put all the information you wish to share in Appendix B here. If there is more than one page of information in your Appendix B, you'll be sure to put Appendix B (Continued) at the top of each subsequent page.

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Biosketch

Mary Smith was born. She went to school. She wrote a thesis. She graduated. This page really is required for dissertations.