

THE CULMINATING EXPERIENCE FOR MASTER'S STUDENTS

HUMBOLDT STATE UNIVERSITY

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## INTRODUCTION

A culminating experience is required of all Master's Degree candidates in all graduate programs. The California State University. (Title 5 of the California Code of Regulations, Article 7. Graduate Degrees defines the Culminating Experience.

Master's theses and projects are written in English. If any significant part of a thesis or project is in a foreign language, a Request for Program Variation or Waiver must be submitted for approval. Theses and bound projects are placed in the library, and are available to the public.

### Approved Culminating Experience

Biology, MA: Thesis and oral defense

Business Administration, MBA: Unbound project, Business Application Practicum

Education, MA: Thesis or bound project

English, MA: Unbound project

Environmental Systems, MS:

Math Modeling: Thesis

Geology: Thesis

Environmental Systems, MS (continued)

Environmental Resources Engineering: Thesis, bound or unbound project, or written comprehensive exam

International Development Technology: Thesis, bound or unbound project

Kinesiology, MS: Thesis, bound or unbound project

Natural Resources, MS:

Fisheries: Thesis

Forestry: Thesis, comprehensive exam

Planning and Interpretation: Thesis

Rangeland Resources & Wildland Soils: Thesis

Wastewater Utilization: Thesis

Watershed Management: Thesis

Wildlife: Thesis

Psychology, MA:

Academic Research: Thesis

Counseling: Thesis, comprehensive examination

School Psychology: Thesis and oral exam, bound project or unbound project

Sociology, MA: Thesis, bound or unbound project

Social Science, MA: Thesis, bound or unbound project

Social Work, MS. Comprehensive exam

Theater Arts, MA: Thesis, bound or unbound project

### Culminating Experience

A thesis is the written product of a systematic study of a significant problem. It identifies the problem, states the major assumptions, explains the significance of the undertaking, sets forth the sources for and methods of gathering information, analyzes the

data and offers conclusions or recommendations. The finished product shows originality, critical and independent thinking, appropriate organization and format, and thorough and accurate documentation.

Projects may be of two forms: bound or unbound. Bound projects are treated exactly as a thesis with regard to format, binding and incorporation in the library. A project is a significant undertaking appropriate to a professional field. It shows originality and independent thinking, appropriate form and organization, and a rationale. It is described and summarized in a written abstract that includes the project's significance, objectives, methodology, and a conclusion or recommendation.

Unbound projects are submitted to and retained in the program office and adhere to the individual program standards for format. An unbound project is a project that cannot be bound, for example, a costume design project.

Unbound project regulations are specific to the program in which they originate. Departments or colleges are responsible for archiving the projects, and for maintaining permanent record of the projects.

Approval for the Unbound Project is different from the bound project. The Graduate Office will not read the unbound project. However, you must submit a signed Unbound Project Approval form, with an Abstract attached. The approval form must be typed. The abstract must include the project's significance, objectives, methodology, and conclusions or recommendations. The Unbound Project Approval maintains the same regulations as other culminating projects in that the appropriate approval signatures are received by the end of the academic term.

The purpose of a thesis or project is to communicate clearly and precisely as to what the research problem was, why and how the study was conducted, what results were obtained, and what implications follow from those results. Such scholarly writing is lean (e.g. simple declarative sentences) and precise in expression. It is clear and logical in construction, and meticulous in attention to detail. It is not a place to show one's command of jargon and acronyms in the field, but rather to demonstrate thorough understanding of the concepts and ideas relevant to the problem under study.

In summary, the thesis or project should:

1. review the pertinent literature,
2. state clearly the problem and objectives,
3. specify the research methods used in sufficient detail that other investigators can repeat or evaluate the work,
4. discuss results and, where appropriate, relate current findings to those established by other investigators, and
5. evaluate results in an objective and critical manner.

### Comprehensive Examination

A comprehensive examination is an assessment of the student's ability to integrate knowledge of the area, show critical and independent thinking, and demonstrate mastery of the subject matter. The results evidence independent thinking, appropriate organization, critical analysis and accuracy of documentation. A record of the examination questions and answers are maintained in the departments or colleges.

## Responsibilities

Formatting of your thesis/project should begin early on in your writing.

Responsibility for writing and for editing rests with the student, not with the major professor, graduate committee, or graduate director.

The student's minimum responsibilities for the thesis/project are to:

1. Work closely with the major professor and consult with other members of the graduate committee as needed. Periodically, the student must advise the major professor and committee of progress, especially if any changes are contemplated in research or writing,
2. organize and present content accurately, and in a readable manner,
3. compose in clear and correct form. This includes good organization, as well as correct sentence structure, paragraphing, punctuation, and spelling,
4. be attentive to correct formatting and accuracy of quotations, literature citations, tables and other illustrative materials,
5. ensure that thesis or project materials meet the requirements of your discipline and Humboldt State University. Each thesis or project should be an original contribution to your discipline. Plagiarizing all or part of a thesis or project will make the entire document unacceptable.
6. check all copies for errors, including References.
7. make all corrections as suggested by the graduate committee and graduate coordinator before making copies on the acid-free paper.

Although the primary responsibility for the thesis/project lies with the student, the student should work closely with the major professor. The major professor should advise the student on improvements to organization, form, content, and expression of material. The major professor should resolve any disagreements between committee members. By signing the signature page, the major professor certifies that a) the document is well-written, b) it is an accurate description of the work performed, c) it is an original and worthwhile contribution by the student, and d) suggestions made by the graduate committee are incorporated into the final thesis.

The quality of work in the thesis or project is the main consideration in judging acceptability by the graduate committee and by the graduate coordinator. Note that this includes writing and format as well as the overall quality of the research.

#### Approval Process

It is the students' responsibility to consult with their committee chair on the thesis/project draft submission policy, and ultimately the final submission to the committee and graduate coordinator.

#### Format Check

A courtesy format check is available to students; it is not required. If you decide not to have your format reviewed and the copies submitted to the Office for Research Graduate Studies & International Programs are out of variance, you will be required to

correct the necessary pages that are out of compliance before the graduate dean will approve.

The format check is not necessary for students in Natural Resources, Kinesiology, or Education. The committee chair and graduate coordinator take full responsibility for the appropriate formatting requirements within these disciplines.

If you request a format check, you must contact the Office for Research & Graduate Studies to schedule an appointment. Format checks are not available without a scheduled appointment.

### Final Submission

#### Binding Process

You do not bind your copies. The binding is contracted out by the Research Graduate Studies & International Programs Office. Submit the number of required copies on acid free paper (see number of copies required), pay your binding fees at the HSU Sponsored Programs Foundation Office, Siemens Hall Room 210. After your copies have been printed on acid free paper, take the receipt of payment for binding and the copies to Research Graduate Studies Office, Siemens Hall Room 129. You will complete the thesis/project submission form to provide us with contact and distribution information. The Office for Graduate Studies will mail your copies to the bindery, and mail the bound copies to the designated persons indicated on the Theses Submission Form, after the copies have been returned to the RGS/IP Office from the bindery company.

It is your responsibility to ensure that the copies you submit to the Research and Graduate Studies Office for binding are in perfect order. If errors such as a page missing or misplaced, after receiving the bound copies from the bindery you will be required to submit corrected copies and pay the additional binding costs.

Any requests to change the content of the thesis/project after binding will be denied. If a change is requested because of a formatting error, the entire graduate committee will need to approve the change(s).

### Binding Fee

The binding fees can be paid at any time at the HSU Sponsored Programs Office, located in Siemens Hall Room 210. Binding fees are \$20.00 each up to 6 copies. Seven or more will be an additional \$30.00 per copy. The Sponsored Programs Office role is to receive your binding fees and provide you with a written receipt.

### Number of Copies Required

After your theses/bound project is approved and your signature page is signed, you must submit the required number of acid free photocopies to the Office for Research Graduate Studies & International Programs, Siemens Hall Room 129. It is your responsibility to confirm with your department on the number of bound copies they require, and if they will permit submission to Digital Scholar. Departments have the option of not permitting a student to submit their thesis or project on Digital Scholar. If

you do not submit to Digital Scholar, you will need to submit the required number of bound copies to the department and two copies for the library.

The number of copies designated below are the required copies only if you are submitting a PDF on Digital Scholar.

Biology	1
Business	Unbound Project, N/A
Education	0
English	Unbound Project, N/A
Environment & Community	1
Environmental Systems	1
Kinesiology	0
Natural Resources	1
Psychology	1
Social Work	Comprehensive Exam, N/A
Sociology	1
Theater	Unbound Project, N/A

The HSU Library requires two copies. One copy must be bound (see Binding Process). The other copy may be submitted to the Digital Scholar as a PDF document. Digital Scholar is an open access digital archive of Humboldt State University Scholarship. After you submit your copies to the RGS/IP Office, you will receive an e-mail notification from the library with instructions on how to register and submit your theses. Your document must be converted into a PDF for the Digital Scholar.

### Copy Quality

It is the student's responsibility to provide high quality, clean photocopies of the text and illustrative materials. It is the student's responsibility to check each copy before submitting the copies to the Office for Research and Graduate Studies for binding. The Office for Research and Graduate Studies is not responsible for errors in the document before or after the binding process. If the bound theses returns from the binding company and page errors are discovered, it will be the student's responsibility to pay for the necessary corrections.

- All copies must be clean and free of all pencil marks, toner smears, streaks, spots, or other blemishes.
- all characters should be sharp and clear.
- no discernible erasures, corrections or additions to the text are allowed.
- no inked or penciled corrections.
- all charts, diagrams, and figures must be graphically produced; any work that is done freehand must be submitted for approval, and except for special artistic considerations, will not normally be accepted.
- all pages free of wrinkles and folds.
- all pages are in the correct order and facing right side up.

Perfect photocopies are possible. Accept nothing less than perfect from the reproduction firm. Off-centered, speckled, washed-out or black-edged pages are not acceptable. It is the student's responsibility to ensure that these standards have been met.

### Editorial changes to a bound theses or project

Editorial changes due to errors in punctuation and spelling, minor changes, or a major change to interpretation of data or content is not allowed.

### Deadlines

It is your responsibility to check with your department for internal deadlines. The University deadlines for submission of your culminating experience (all types) are: December 10, for fall graduation; May 10, for spring graduation; and August 10, for summer graduation. If the 10<sup>th</sup> falls on a weekend or holiday, the following day should be considered the deadline.

## THESIS AND BOUND PROJECT FORMAT

### Style

It is the responsibility of the student to review formatting guidelines with your committee. The following formatting guidelines *do not* apply to options in Natural Resources, Education, or Kinesiology. They will advise you on their formatting requirements.

It is the responsibility of the student to consult their major professor regarding the approved style manual for their program. ***Do not use another student's bound thesis or project as a model.*** It is always best to consult this handbook and to discuss any special concerns not addressed here with the Office for Research and Graduate Studies.

[werner@humboldt.edu](mailto:werner@humboldt.edu), 826.3949.

Before using a format other than what is outlined in this document, you will need to obtain permission by using the Program Variation or Waiver Form, and obtaining the required signatures. Approval will be granted only if the proposed format is a documented format from a respected national or international journal in the student's discipline, and the student intends to submit the manuscript, or a portion thereof, for publication, the journal name should be referenced in your thesis. Documentation and samples of the format must be submitted both at the time of petitioning and at the time of submission of the final thesis.

### Fonts

Theses/bound projects are typed, double-spaced, on one single side of paper, in a standard typeface, using 12-point characters. Times New Roman 12 point is the font of choice. If you are having difficulty fitting figures or tables on one page you are allowed to reduce the font size, but you must keep the font type used in the text. All culminating experiences must be submitted in English.

### Spacing

Double-space the text or body of the thesis. Double-space means one full blank line between all typed lines. A single space should be used when a heading or caption title wraps to a second line, within the text the Table of Contents or List of Figures, List of Tables.

### Margins and page set up

Text margins must be a minimum of 1.5” left, 1 inch on the right, 1” top and bottom. Margins are white space only, free of text and numbers. Do not justify the right margin, only the left margin should be justified. Headers and Footers should be set at 1”. A double space should separate your page numbers from your text. The easiest way to establish this is when you first set up your document in page set up. The top and bottom margin are 1.3”, and your headers and footers are at 1” (normally the page numbers are formatted in the headers & footers), this is only for your convenience and not a requirement.

### Page numbers

Roman numerals are used for the beginning section of your document, beginning with the Abstract, lower case Roman numeral iii (the title page and signature page are not numbered, but are counted). The lower case numbers are placed bottom center (in the footer).

Arabic numbering will begin with your Introduction, and will be page 1, placed bottom center, (footer); the consecutive pages within that section will be numbered continuously and will be located in the upper right hand corner (header). Each main section will begin with the page number located bottom center, and the continuing pages upper right corner with the numbers following sequence.

### Content

The thesis or project includes the following preliminary pages in this order:  
paginated using lower case roman numbers.

Title page (counted but not numbered)

Signature page (counted but not numbered)

ABSTRACT

ACKNOWLEDGMENTS (optional)

TABLE OF CONTENTS

LIST OF TABLES

LIST OF FIGURES

LIST OF APPENDICIES (if applicable)

The typical text sections include the following in this order: (it is your responsibility to check with your committee for heading levels.)

INTRODUCTION

MATERIALS AND METHODS

RESULTS

DISCUSSION

CONCLUSIONS AND RECOMMENDATIONS

REFERENCES

APPENDICES

First level headings as illustrated above and should be in uppercase as shown.

### Title Page

The title should accurately reflect the content of the thesis. See Appendix A for example of a Title Page. The title page is assumed to be page “i” but it is not numbered. Thesis or project titles must be exactly the same wherever they appear. All entries on the title page must be centered between the top and bottom margins, and the left and right margins.

### Signature page

The signature page will have the title of your thesis or project, your name and your committee members, the graduate coordinator and the graduate dean’s name. See Appendix B for an example. It is your responsibility to know what your graduate

program requires for signature page regulations. This page is assumed to be page “ii” but it is not numbered.

### Abstract

The abstract should provide an accurate account of the thesis/project contents, and should succinctly summarize the thesis/project. Your abstract should provide a critical overview of the entire document. The abstract should not exceed 250 words (approximately 1 ½ pages in length). Literature citations and footnotes are not allowed. ABSTRACT (all caps) is centered (level 1 heading). Double space down and center the title of the thesis or project. If your title is longer than one line, single space between lines of the title. Double space down from the last line of the title and center your name, (first name first).

Triple space down to start the text. The page number (lower case Roman numeral iii) is centered at the bottom of the page (in the footer). A sample Abstract is provided in Appendix C. The primary function of the abstract is to summarize the contents of your thesis or project. Emphasis should be on what you found.

### Acknowledgements

Acknowledgments are optional unless the study has been funded.

Acknowledgements (all caps) is centered (level 1 heading). Triple space down to start the text. The page number is (iv) bottom center (footer). This is your chance to

thank all the people who helped you in designing, carrying out, and writing your document.

### Table of Contents

Table of contents is normally page (v), bottom center (footer). Table of contents (all caps) is centered (heading level 1) triple space down type “Page” flush with the right margin. Double space to the first heading. All headings and subheadings are capitalized and punctuated exactly as they are in the text. A double space will separate the heading levels. If a heading is too long to fit on one line, divide it with a single space to a second line, it should be indented flush with the beginning word of the heading, single spaced, with the dot leader coming off that line. A double space will separate all heading levels. If the Table of Contents is continued to a second page, print “table of contents (continued)”. See Appendix D.

### List of Tables

Center List of Tables (all caps, heading level 1). Triple space down and print “Table” (sentence case) flush with left margin tab over type “Page” flush with right margin. Double space to the first caption. All captions must be exactly as they are in the text. If a caption runs more than one line, single space between lines. Double space between captions. The page number (usually iv) is bottom center (footer). See Appendix E.

## List of Figures

Center List of Figures (all caps, heading level 1). Triple space down and type “Figure” (sentence case) flush with left margin tab over type “Page” flush with right margin. Double space to the first caption. All captions must be exactly as they are in the text. If a caption runs more than one line, single space between lines. Double space between captions. The page number (usually vii) is bottom center (footer).

See Appendix F.

## Introduction

The Introduction should set the context for the work to be reported. It is an essential part of the thesis/project. The Introduction should contain the author’s opening remarks about the thesis/project subject, and describes the scope of the completed work. It should also establish the purpose and importance of that work. Each new primary heading must start on a new page. The primary heading (level 1) is centered and in upper case. Triple space down to begin the first line of text. The first page of each new primary heading is numbered at the bottom. The number is placed in the footer; this now begins the Arabic numbering beginning with “1”. See Appendix G.

## Methods

The Method section describes in detail how the study was conducted. Such a description enables the reader to evaluate the appropriateness of your methods and the reliability and the validity of your results. It also permits experienced investigators to

replicate the study if they so desire. The Methods section should be organized chronologically; describe first what you did first. Avoid unnecessary details. Include only information essential to comprehend and replicate the study. Insufficient detail leaves the reader with questions; too much detail burdens the reader with irrelevant information. Include a statement verifying that the care of humans or animals followed accepted standards, and received approval from the Internal Review Board.

### Results

Present the results of your research in a sequence that will logically support (or provide evidence against) the hypothesis or answer to the question stated in the introduction. Mention all relevant results. Follow the same heading and pagination as previously stated.

### Discussion

After presenting the results, you are in a position to evaluate and interpret their implications, especially with respect to your original hypothesis. Open the discussion section with a clear statement of the support or nonsupport for your original hypothesis. Similarities and differences between your results and the work of others should clarify and confirm your conclusions. Do not, however simply reformulate and repeat points already made. Present briefly any logical implications of your findings for practical application or future studies.

## Conclusions or Recommendations

Conclusions or Recommendations may be included after the Discussion. However, it is not required. Recommendations might be particularly appropriate if the work has been done for a sponsoring agency to solve some problem in resource management, or use.

## References (Literature Cited)

All citations in the manuscript must appear in the reference list, and all references must be cited in text. Each entry usually contains the following elements: author, year of publication, title, and publishing data – all the information necessary for unique identification and library search. The best way to ensure that information is accurate and complete is to check each reference carefully against the original publication. Give special attention to spelling of proper names, the completeness of titles, years, volume numbers, and page numbers. Authors are responsible for all information in their reference lists. Accurately prepared references help establish your credibility as a careful researcher. An inaccurate or incomplete reference “will stand in print as an annoyance to future investigators and a monument to the writer’s carelessness”. For specific formatting of your references you should consult your style manual.

Personal communications and Internet references must be cited. If using a citation from the internet, you must include the address and the date you accessed the information. A separate page should be used if more than 5 citations are used.

## Appendices

An appendix is helpful if a detailed description of certain material is distracting, or inappropriate to, the body of the paper. Appendices are used to present large amounts of repetitive data. Each appendix is labeled alphabetically. Check with your committee for specific appendix style headings.

## SPECIAL TOPICS

### Headings and Subheadings

Heading level styles vary between disciplines. It is the student's responsibility to check with the committee.

Setting the heading level styles early in the writing process will, in the end, save time. Heading styles vary according to the number of levels required to present the material most effectively. See Appendix G for a general heading outline.

### Tables and Figures

Each table/figure should be placed on a separate page. Table captions are placed above the table and figure captions are placed below.

Formatting differs for each style manual. Check with the committee on specific requirements for heading captions and table data / figure data.

### Numbers and Acronyms

The general rule governing the use of numbers in manuscript writing is to use figures to express numbers 10 and above and words to express numbers below 10. A style manual and committee will direct you on the appropriate usage. Acronyms or abbreviations are dictated by the style manual.

## Quotations

Quotations in length should be single spaced and block indented left and right.

For specific requirements consult a style manual or committee.

## Style Manual

Some departments require your thesis/project be formatted to a discipline specific style manual guideline. Below is a current list of style manuals:

Biological Sciences	CBE Style Manual, Council of Biology
Education	APA, Publication Manual of the American Psychological Association
English	MLA, Handbook for Writers of Research Papers
Environmental Systems	CBE
Kinesiology	APA
Natural Resources	CBE
Psychology	APA
Social Science	APA, TUR, A Manual for Writers of Term Papers, Theses and Dissertations, or Chicago
Social Work	APA
Sociology	ASA, American Sociological Association
Theater Arts	MLA

### End Note

This document is revised each summer with the hopes of alleviating stress for our graduate students.

Our office would like to encourage all graduate students to contact our office if you have questions or concerns regarding non program specific questions. 707.826.3949.

APPENDIX A  
TITLE PAGE SAMPLE

INSERT YOUR TITLE HERE

HUMBOLDT STATE UNIVERSITY

By

Insert your name here

A Thesis

Presented to

The Faculty of insert your department here

In Partial Fulfillment

Of the Requirements for the Degree

Insert your Degree (MA, MS)

In insert your option here

(Month, Year of graduation)

APPENDIX B  
APPROVAL PAGE SAMPLE

INSERT YOUR TITLE HERE

HUMBOLDT STATE UNIVERSITY

By

Insert Your Name Here

Approved by the Master's Thesis Committee:

*(2 single-spaced lines)*

---

Insert Faculty Name, Major Professor Date

---

Insert Faculty Name, Committee Member Date

---

Insert Faculty Name, Committee Member Date

---

Insert Correct Name for your, Graduate Coordinator Date

---

Chris A. Hopper, Interim Dean Date  
Research, Graduate Studies

APPENDIX C  
ABSTRACT

## ABSTRACT

INSERT YOUR TITLE HERE

Insert your name here

An abstract is a brief, comprehensive summary of the contents of the work. An Abstract is required for all theses or project.

Most people will have their first contact with your document by seeing just the abstract. If a person is searching on the internet, your abstract will be the first thing pulled up on the screen. Readers frequently select publications by first reading the abstract. The abstract needs to be dense with information but also readable, well organized, brief, and self-contained. This will be the beginning of pagination, lower case Roman Number iii bottom center.

APPENDIX D  
TABLE OF CONTENTS

## TABLE OF CONTENTS

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LIST OF TABLES .....	v
LIST OF FIGURES .....	vi
INTRODUCTION .....	1
Heading Level Two.....	#
Heading level three .....	#
METHODS .....	#
RESULTS .....	#
DISCUSSION .....	#
REFERENCES .....	#

If you do not establish heading levels as explained in text, you can establish *dot leaders*, by going to format, tabs, dot leader 2.

(Page number is located bottom center above the 1” margin, lower case Roman numeral).

APPENDIX E  
LIST OF TABLES

LIST OF TABLES

Table	Page
1 Table Caption as shown in text. If the caption wraps to a second line wrap text directly under and have dot leaders follow. A double space should separate each table.....#	
2.	

(Page number bottom center above the 1” margin, lower case Roman numeral)

APPENDIX F  
LIST OF FIGURES

LIST OF FIGURES

Figure	Page
1      Figure caption as shown in text. If the caption wraps to a second line wrap text directly under and have dot leaders follow. A double space separates each table .....#	
2	

(Page number bottom center above the 1” margin, lower case Roman numeral)

APPENDIX G  
HEADING LEVELS

## INTRODUCTION

Each new primary heading must start on a new page. The primary heading is centered just inside the top margin. Triple space down to begin the first line of text. The first page of each new primary heading is numbered at the bottom. The number is centered just above the bottom margin.

There are four most commonly used heading levels. The first heading level is centered upper case (Heading 1). The second level is centered below the primary heading, title case, known as Heading 2. There should be 12 pts before and 18 pts after this heading. Third level headings are flush left and underlined, using sentence case. These are known as Heading 3. These headings are spaced with the traditional double spacing, and sentence case is used. The fourth level is the paragraph heading which is indented with text (half an inch).

Please remember that not all disciplines will follow this type of heading level formatting. It is your responsibility to check with the committee. In some works, the number of levels for headings required may vary from chapter to chapter, but each chapter must begin with the same level of headings. Except for the paragraph heading, headings are set on a line separate from the text; the differentiation between the levels is indicated by placement and punctuation. Abbreviations and acronyms should not be used in headings.

## HEADING ONE

§

§

This heading is centered within the margins, not underlined, and each word is capitalized. A triple space follows each primary heading.

§

### Heading Two

§

§

This heading is centered within the margins, not underlined, and only the first letter of each major word is capitalized. Two single spaces appear before all centered headings and two single spaces appear between the heading and the text.

§

### Heading three

§

The heading is set flush with the left margin, underlined, and only the first letter of each major word is capitalized. Double-space before and after all flush-left headings. Once again, all flush-left headings should be followed by at least two lines of text.

Paragraph heading. The paragraph heading is indented the same as a paragraph, underlined, and ends with a period. Only the first letter of the heading is capitalized

All pages other than the first page of a major heading are numbered in the upper right corner. The page number is just inside the top margin and just inside of the right margin (flush right). A double space should separate the page number and the text.

APPENDIX H  
REFERENCES

## REFERENCES

References are listed in alphabetical order. You will need to check with your committee and style manual for specific guidelines.

This example is the basic outline for most references cited. The author, title, name of reference, volume number and page number is discipline specific.