

OFFICE OF GRADUATE STUDIES AND RESEARCH

Journal Article Style Thesis/Dissertation Format

A relatively new option for completing your thesis/dissertation is the Journal Article Style Format. The Journal Article style allows you to author manuscripts designed for journal publication during your studies instead of a single manuscript at the conclusion of your program, as in the Traditional format.

The articles in the Journal Article style need to exhibit your original research, and must be centered around a common research theme which enables the documents to be combined together to create a single cohesive manuscript.

The manuscript created must fulfill the requirements of both your committee and the Office of Graduate Studies and Research in completing your thesis/dissertation graduation requirement. Not all committees and departments allow students to use the Journal Article style, so be sure to determine eligibility and get approval early.

The format of the preliminary pages in the Journal Article style is the same as the traditional style format. Both styles contain a single Introduction and Conclusion in the body of the paper. The main difference is that in the traditional style Chapter/Sections 2, 3, and 4 are the more standard headings which may be: Literature Review, Methods and Results, etc., in the Journal option they are: Manuscript #1, Manuscript #2, Manuscript # 3, etc. Each style may contain one or more Appendices at the end.

A benefit to the Journal Article style is that it offers you the opportunity to publish before completing your degree, however, copyright and authorship issues are two factors that need to be taken into consideration when exercising this option. Be sure to take care in weighing the advantages and disadvantages of using each approach with your committee chair and committee. You must have their approval and support regardless which option you choose.

Office of Graduate Studies and Research Requirements for Journal Article Style Thesis/Dissertations

Listed below are the Office of Graduate Studies and Research requirements for Journal Article styled Manuscripts regarding formatting.

1. *Thesis Manual* requirements must be followed.
2. Manuscript must have the first chapter entitled INTRODUCTION and the last chapter entitled SUMMARY and/or CONCLUSION. These two chapters contain the general introduction and the general conclusion.
3. There will only be one Abstract (all-inclusive).

4. Acknowledgements for any of the chapters must be placed in the preliminary page acknowledgments (not at the end of a chapter).
5. There will be only one reference section (all-inclusive) after the last chapter.
6. Any appendix material will follow the reference section. Do not leave appendix material within the main body of the text.
7. Each paper or experiment may be included as a separate chapter. Each chapter may have subdivisions such as Introduction, Materials and Methods, Discussion, Results, and Summary and Conclusion. If there is an abstract within the paper, change the subheading to Overview or Synopsis (or leave subsection untitled).
8. One specific journal will be selected to follow. It will be used to determine the placement of figure titles, the placement of table titles, and the formatting of the reference section. If the reference section calls for numbered citations, the numbering will be consecutive from the first chapter to the last. Table and figure numbering is most commonly done by chapter (example, 1.1, 1.2, etc.). Numbering may also be consecutive from first chapter through the last (1, 2, 3, etc.).
9. If the material in any chapter has been published, the student must obtain a letter of permission from the publisher allowing the student to use the work in the thesis or dissertation. Doctoral students should inform the publisher that ProQuest Learning and Information Company will microform the dissertation and that copies of the dissertation will be sold on demand. A copy of the letter must be provided to the Office of Graduate Studies and Research. In addition, proper credit (as instructed in the letter of permission) must be given in the text.