

Journal Article Style Thesis/Dissertation 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 that 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 Thesis Office 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 often called Literature Review, Methods, Results, etc., while the Journal Article option will have titles corresponding to Manuscript #1, Manuscript #2, Manuscript # 3, etc. Each style may contain Appendices at the end of the document.

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 of which option you choose.

Thesis Office Requirements for Journal Article Style Thesis/Dissertations

Listed below are the Thesis Office requirements for Journal Article styled manuscripts regarding formatting.

1. You must have the approval of your committee to utilize any previously published and/or multi-author published material as chapters/sections of your thesis or dissertation.
2. *Thesis and Dissertation Manual* requirements must be followed.
3. 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.
4. There will only be one Abstract (all-inclusive).
5. Acknowledgements for any of the chapters must be placed in the preliminary page Acknowledgments (not at the end of a chapter).
6. Any appendix material will appear at the very end of the document as one or more Appendices.

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/Conclusion. However, if there is an Abstract within the paper, change the subheading to Overview or Synopsis (or leave subsection untitled).
8. Consistency is needed across all chapters with placement of figure and table titles. 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.). References should all be consistently formatted and ordered. See *Thesis and Dissertation Manual* for Reference format requirements.
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 will be adding the dissertation to their database and may sell copies of the dissertation on demand. A copy of the permission letter must be provided to the Thesis Office. In addition, proper credit (as instructed in the Permission to Use Copyrighted Material handout and in the letter of permission) must be given in the text.