

Master's Thesis and Doctoral Dissertation Format Requirements

Introduction

The requirements contained in this booklet apply to the master's thesis and the doctoral dissertation. For convenience, the term thesis will be used to refer to both, unless the situation applies only to doctoral students.

The thesis is a report of original research and scholarly work that is shared with the academic community and is made available to the public. The thesis becomes part of the circulating collection of the UWM Golda Meir Library and is also made available through ProQuest.

These format standards have been developed to ensure a degree of consistency in the written presentation of this research across academic disciplines.

The Graduate School will not accept theses that do not conform to these guidelines.

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Thesis & Dissertation Format Standards

General Instructions

Spacing

Double space throughout, with the exception of the title page; captions; table or figure headings; extensive quotations; footnotes or endnotes; entries in the References section; entries in the Table of Contents; and appendices.

Font

Any standard font is acceptable; however, the same font should be used throughout. Use a font size of approximately 12. The only exceptions to this font size are captions (not smaller than 9 point) and headings (not larger than 20 point).

Margins

Effective Fall 2015:

ALL pages must have 1" top, bottom, left, and right margins.

Preliminary Pages

Preliminary pages are the required pages that appear at the beginning of the final document. There are also optional pages which can be placed in this section.

Page Numbering

All preliminary pages are numbered with lower case **Roman numerals (ii, iii, iv, v, etc)**, centered at the bottom of the page, with the bottom of the number at least 1/2 inch from the edge of the page. The **exception** to this is the **title page**, which is counted as the first page, but the number should not be displayed.

Pages Appear in this Sequence:

A. Title page – Required

The title page is counted but not numbered. Follow the format shown in the sample pages. All items centered and TITLE IN ALL CAPS. Use official degree names only. The date is the **month** and **year** of **degree conferral**. Degrees are awarded three times a year: in **May, August, and December**.

B. Abstract – Required

The abstract is a summary of the dissertation. Follow the format shown in the sample pages. ABSTRACT heading centered and uppercase. See Sample ABSTRACT TEXT for important information. It always starts with page number "ii".

C. Copyright page – Optional

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D. Dedication – Optional

May be combined with acknowledgements. There is no required heading on this page.

E. Table of Contents – Required for all **except** creative works.

The Table of Contents lists all sections that follow it (with the exception of an epigraph or frontispiece). Type TABLE OF CONTENTS centered and uppercase at the top of the page, double space and begin the entries. Single space within entries and double space in-between entries.

F. List of Figures – Required if figures appear in the thesis.

Type LIST OF FIGURES centered and uppercase, at the top of the page, double space and begin. **The term *figures* include various non-text items.** List the number, caption, and page number of each figure. Figures should be numbered consecutively throughout the thesis.

G. List of Tables – Required if tables appear in the thesis.

Type LIST OF TABLES centered and uppercase, at the top of the page, double space and begin. List the number, caption, and page number of each table. Tables should be numbered consecutively throughout the thesis.

H. List of Abbreviations (or List of Symbols, or Nomenclature) –

Optional

Include as necessary. Format heading the same as List of Figures at the top of the page, centered and uppercase.

I. Acknowledgments – Required if permission to reproduce copyrighted material is necessary

Type ACKNOWLEDGMENTS at the top of the page, centered and uppercase, double space, and begin the remarks.

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The source of the epigraph is listed below the quotation, but is not listed in the bibliography unless it is also cited in the main text.

Main Body

Page Numbering

Beginning with the text of the thesis, the page numbering changes to **Arabic numerals (1, 2, 3, 4, etc)**, centered at the bottom of the page, with at least 1/2" clearance from each edge. The first page of the main text is page 1, and should be displayed on the page. **All subsequent pages are numbered** throughout the text.

Tables and Figures

Margins

All illustrative materials must maintain the same margins as the rest of the thesis.

1" top, bottom, left, and right margins

Legibility

All illustrative material must be large enough to be easily read. Minimum font size is 9.

Landscape format

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Any of the standard style manuals may be used as a guide in formatting references to works cited in the thesis. References may be placed at the end of the main text, or at the end of each chapter. Endnotes and/or footnotes may also be used. Whatever format is chosen, it must be followed consistently throughout the thesis.

If you are not following a style manual, please single space within each entry and double space between the entries.

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Reference pages are numbered. Use the next consecutive page number of your document for your references.

Appendices

All material included in the appendices must meet minimum font and margin requirements.

Many theses will not need this section. Material that supports the research, but is not essential to an understanding of the text, is placed in the appendices. Examples include raw data, extensive quotations, and survey or test instruments.

If there is only one appendix, it is simply called Appendix, not Appendix A. If there are multiple, appendices should be designated A: *Title* B: *Title* C: *Title* etcetera. Each appendix and its title and page number are listed in the Table of Contents.

Page Numbering

Start the Appendix or Appendices with the next consecutive page number. For example: In this thesis the References end on page 33, and the Appendices start on page 34. The Appendix or Appendices should be listed in the Table of Contents.

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Graduation Ceremony & Diplomas

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May graduates are invited to the May Ceremony. August and December graduates are invited to the December ceremony.

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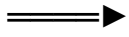
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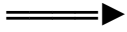
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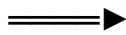
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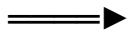
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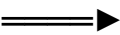
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Abstract - Always starts with page "ii"

ii

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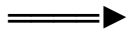
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To
my parents,
my wife,
and especially my daughter

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SAMPLE LIST OF ABBREVIATIONS (Same for Master's and Doctoral)

SAMPLE LIST OF ABBREVIATIONS

LIST OF ABBREVIATIONS

BC	Broadcast Channel
BS	Base Station
CLMS	Constrained Least Mean Squares
CSI	Channel State Information
DFT	Discrete Fourier Transform
DoA	Direction of Arrival
DPC	Dirty Paper Coding
EF	Element Factor
iid	identically independent distributed
LCMV	Linear Constraint Minimum Variance
LTE	Long Term Evolution
MAC	Multiple Access Channel
MIMO	Multiple Input Multiple Output
ML	Maximum Likelihood
MMSE	Minimum Mean Square Error
MS	Mobile station

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SAMPLE ACKNOWLEDGMENTS

ACKNOWLEDGEMENTS

First and foremost, I want to thank my advisor, Vicki Callahan, for recognizing my potential to make a strong contribution to the field of film studies. She has challenged me repeatedly to unveil a strong knowledge base and set of skills that I was often slow to recognize and share through my scholarship. I have always appreciated her knowledge of my research topics, plus her encouragement to present a history and basis of analysis on a subject that has very few predecessors. I thank Gregory Jay for acknowledging my interests in the field of African American Studies and sharing his appreciation of what I have shared about Cinemas of the African Diaspora and correspondence with Black Popular Culture. Thanks to Sandra Jones, a fellow McNair scholar whose work, passion, and encouragement reinforced that it was possible to complete this project and pursue an academic career. I thank Shelleen Greene for offering very helpful strategies for research and writing, plus her wisdom on effective transitions into a career as an academic. Thanks to Robert Smith for his enthusiasm to learn more about the project, and offering his perspectives on ways to tie my research to other topics outside of film.

A tremendous thanks to Portia Cobb, one of the few faculty members in my undergraduate years who inspired me to look beyond the scope of what I thought was a vast knowledge of cinema. My exposure to the Cinemas of the African Diaspora through her work as a Professor and Director of the Community Media Project inspired me to learn more about various approaches to film, filmmakers such as Charles Burnett and his colleagues at UCLA, and the urgency to write about and conduct research on black independent filmmakers. The Ronald E. McNair Post-baccalaureate Achievement Program at UW-Milwaukee exposed me to the possibility of pursuing a doctoral degree in a topic I was passionate about, and I have no idea where I would be today without it. It has shaped me as a scholar, a professional, and as a human

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I dedicate this project to the memory of Lillie Williamson, Jessie J. McFadden, Flora Seefeldt, and Tomás Garrett-Rosas, Ph.D. Thank you for what you have done to lead me towards this journey.

SAMPLE REFERENCES PAGES

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REFERENCES

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SAMPLE APPENDIX PAGES

APPENDIX B:

The Short Version of the Arthritis Self-Efficacy Scale



Arthritis Self-Efficacy Scale

For each of the following questions, please circle the number that corresponds to how certain you are that you can do the following tasks regularly at the present time.

1. How certain are you that you can decrease your pain quite a bit?

Very uncertain 1 2 3 4 5 6 7 8 9 10 Very certain

Items (using the same format as above):

1. How certain are you that you can decrease your pain quite a bit?
2. How certain are you that you can keep your arthritis or fibromyalgia pain from interfering with your sleep?
3. How certain are you that you can keep your arthritis or fibromyalgia pain from interfering with the things you want to do?
4. How certain are you that you can regulate your activity so as to be active without aggravating your arthritis or fibromyalgia?
5. How certain are you that you can keep the fatigue caused by your arthritis or fibromyalgia from interfering with the things you want to do?
6. How certain are you that you can do something to help yourself feel better if you are feeling blue?
7. As compared with other people with arthritis or fibromyalgia like yours, how certain are you that you can manage pain during your daily activities?
8. How certain are you that you can deal with the frustration of arthritis or fibromyalgia?

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APPENDIX C:

Visual Analog Scale

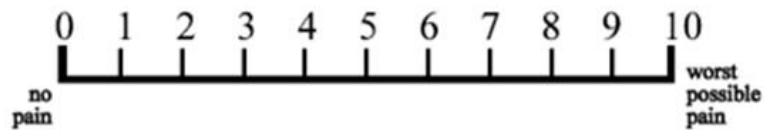
SAMPLE APPENDIX PAGES (Same for Master's and Doctoral)

Faces Pain Scale



0	2	4	6	8	10
Very happy, no hurt	Hurts just a little bit	Hurts a little more	Hurts even more	Hurts a whole lot	Hurts as much as you can imagine (don't have to be crying to feel this much pain)

Visual Analog Scale (VAS)

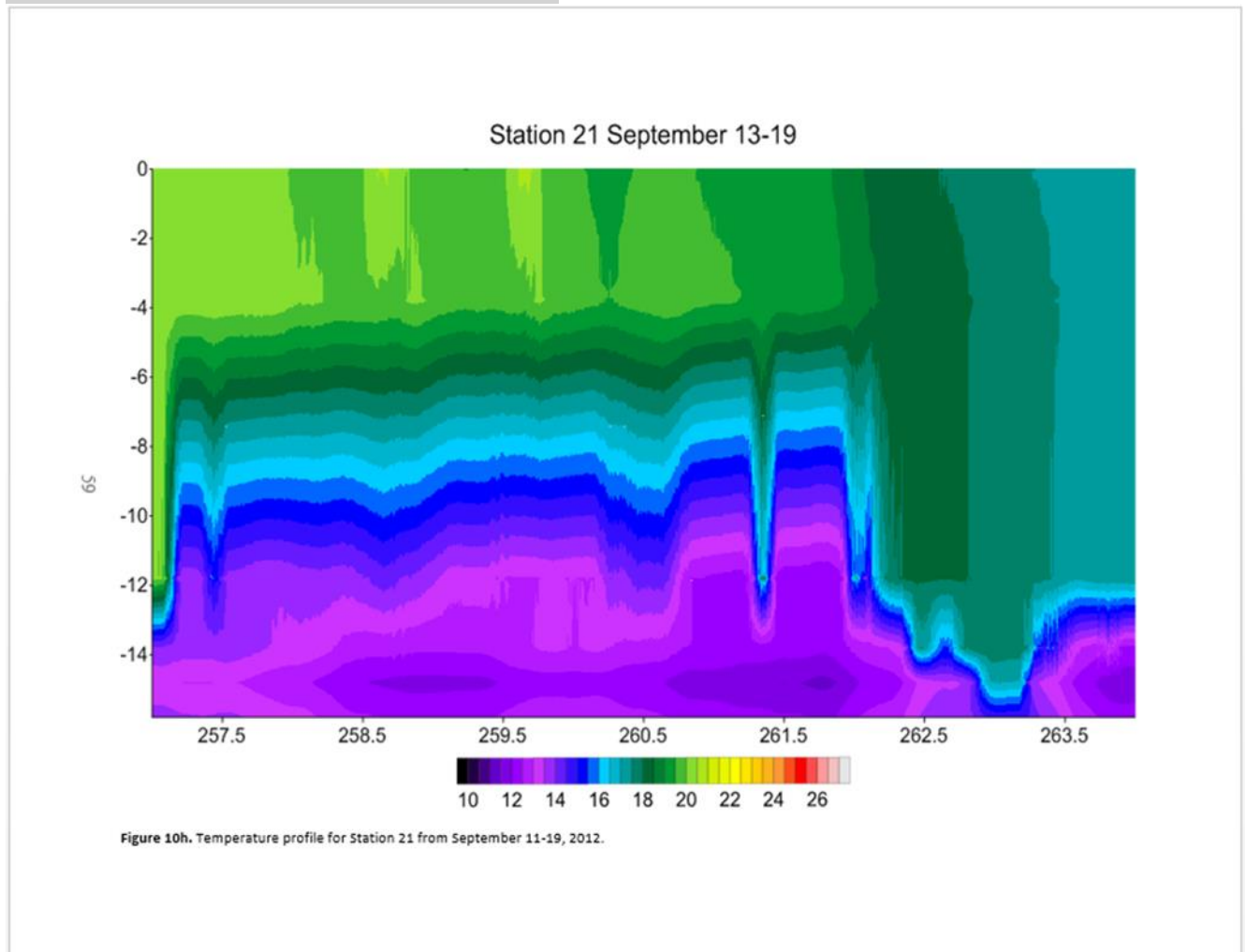


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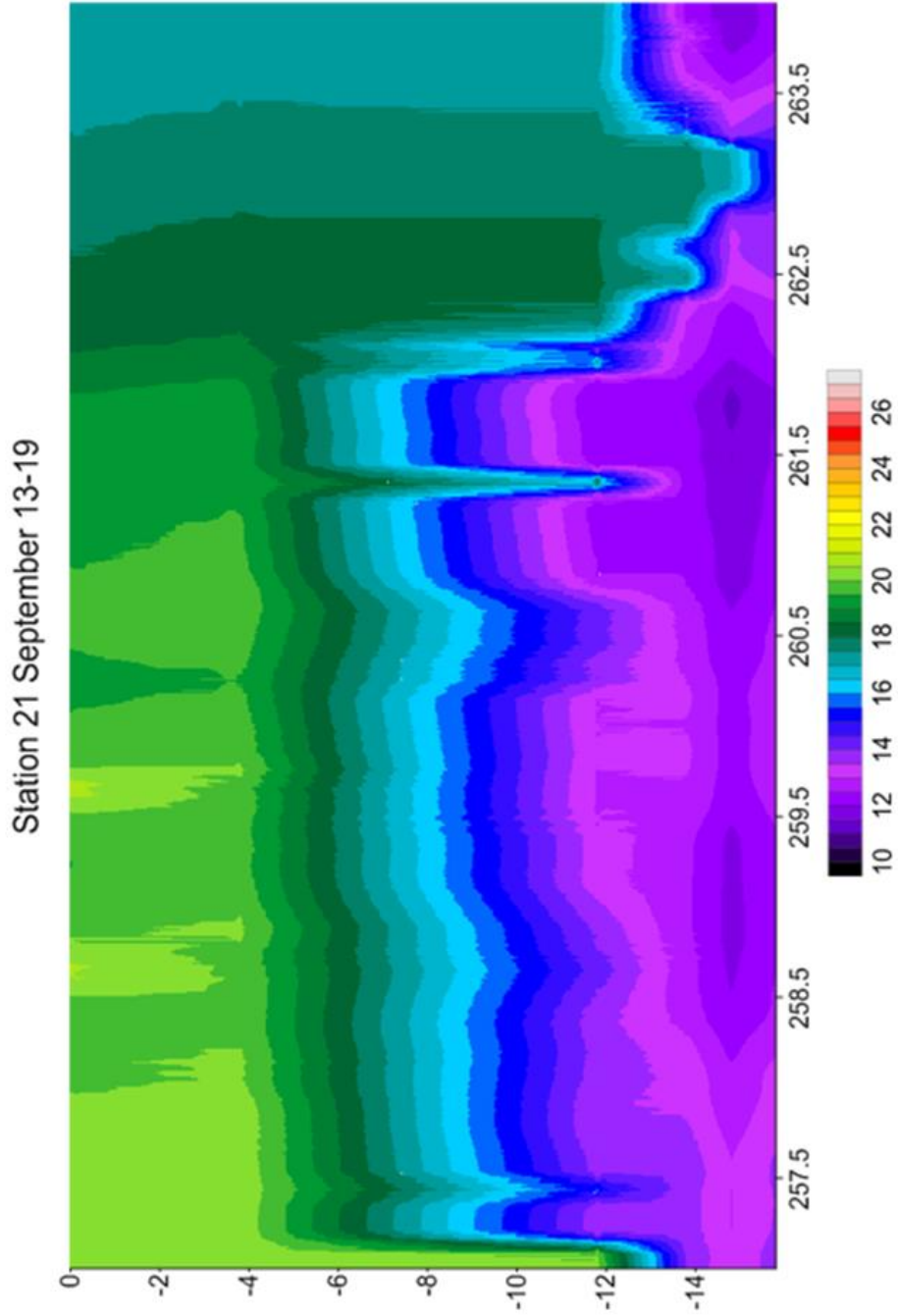
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Official List of Degrees – Doctoral & Education Specialist in School Psychology

Doctor of Nursing Practice
Doctor of Occupational Therapy
Doctor of Philosophy in African and African Diaspora Studies
Doctor of Philosophy in Anthropology
Doctor of Philosophy in Atmospheric Science
Doctor of Philosophy in Architecture
Doctor of Philosophy in Biological Sciences
Doctor of Philosophy in Biomedical and Health Informatics
Doctor of Philosophy in Chemistry
Doctor of Philosophy in Communication
Doctor of Philosophy in Economics
Doctor of Philosophy in Educational Psychology
Doctor of Philosophy in Electrical Engineering
Doctor of Philosophy in Engineering
Doctor of Philosophy in English
Doctor of Philosophy in Environmental Health Sciences
Doctor of Philosophy in Epidemiology
Doctor of Philosophy in Freshwater Sciences
Doctor of Philosophy in Geography
Doctor of Philosophy in Geosciences
Doctor of Philosophy in Health Sciences
Doctor of Philosophy in History
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Doctor of Philosophy in Nursing
Doctor of Philosophy in Physics
Doctor of Philosophy in Political Science
Doctor of Philosophy in Psychology
Doctor of Philosophy in Public Health
Doctor of Philosophy in Social Welfare
Doctor of Philosophy in Sociology
Doctor of Philosophy in Urban Education
Doctor of Philosophy in Urban Studies
Doctor of Physical Therapy

Education Specialist in School Psychology

Official List of Degrees – Master's

Master of Architecture
Master of Arts in African and African Diaspora Studies
Master of Arts in Art
Master of Arts in Art History
Master of Arts in Communication
Master of Arts in Economics
Master of Arts in English
Master of Arts in Geography
Master of Arts in History
Master of Arts in Language, Literature, and Translation
Master of Arts in Linguistics
Master of Arts in Media Studies
Master of Arts in Philosophy
Master of Arts in Political Science
Master of Arts in Sociology
Master of Arts in Spanish
Master of Arts in Teaching of English to Speakers of Other Languages and Applied Linguistics
Master of Arts in Translation and Interpreting Studies
Master of Arts in Women's & Gender Studies
Master of Business Administration
Master of Fine Arts in Art
Master of Fine Arts in Cinematic Arts
Master of Fine Arts in Dance
Master of Fine Arts in Performing Arts
Master of Healthcare Administration
Master of Human Resources and Labor Relations
Master of Liberal Studies
Master of Library and Information Science
Master of Music
Master of Nursing
Master of Public Administration
Master of Public Health
Master of Science in Administrative Leadership
Master of Science in Anthropology
Master of Science in Athletic Training
Master of Science in Architecture
Master of Science in Art Education
Master of Science in Atmospheric Science
Master of Science in Biological Sciences
Master of Science in Biomedical Sciences
Master of Science in Biostatistics
Master of Science in Chemistry
Master of Science in Communication Sciences and Disorders
Master of Science in Computer Science
Master of Science in Criminal Justice and Criminology
Master of Science in Cultural Foundations of Community Engagement and Education
Master of Science in Curriculum and Instruction
Master of Science in Educational Psychology

Master of Science in Engineering
Master of Science in Exceptional Education
Master of Science in Freshwater Sciences and Technology
Master of Science in Geography
Master of Science in Geosciences
Master of Science in Health Care Informatics
Master of Science in Information Science and Technology
Master of Science in Information Technology Management
Master of Science in Kinesiology
Master of Science in Management
Master of Science in Mathematics
Master of Science in Nonprofit Management and Leadership
Master of Science in Nursing
Master of Science in Occupational Therapy
Master of Science in Physics
Master of Science in Psychology
Master of Science in Urban Studies
Master of Social Work
Maser of Sustainable Peacebuilding
Master of Urban Design
Master of Urban Planning