

TYPE THE TITLE OF YOUR THESIS/DOCTORAL PROJECT/DISSERTATION HERE IN ALL CAPS: IT SHOULD APPEAR AT THE TOP OF THE PAGE ON AS FEW LINES AS POSSIBLE

by

Your Name (exactly as it appears on your transcript)

A Choose an item

Submitted to the Division of Graduate Studies
Jackson State University
in partial fulfillment of the requirements
for the degree

Degree (written out)

Month Year

Major Subject: [Click or tap here to enter text.](#)

TYPE THE TITLE OF YOUR THESIS/DISSERTATION HERE IN ALL CAPS AS ON THE
TITLE PAGE

A Choose an item
by
First M. Last

Approved:

Committee Chairperson
(Advisor's name) Dr. First M. Last

Committee Member
(Committee member's name) Dr. First M. Last

Committee Member
(Committee member's name) Dr. First M. Last

Committee Member
(Committee member's name) Dr. First M. Last

Committee Member
(Committee member's name) Dr. First M. Last

Academic College Dean
(Dean's name) Dr. First M. Last

Month Year

Copyright Year by Your Name (*as shown on the title page*)
All Rights Reserved

DEDICATION

If you wish to dedicate your manuscript, type your dedication on this page. This page is optional.

Delete if you are not including dedication. Do not insert a page number on this page.

TABLE OF CONTENTS

(This is only an example. Format this page according to the style guidelines used in your discipline.)

DEDICATION

LIST OF TABLES v

LIST OF FIGURES vi

ACKNOWLEDGEMENTS..... viii

CHAPTER

1. INTRODUCTION 1

 Subheading..... 2

 Subheading..... 4

1. LITERATURE REVIEW 15

 Subheading..... 17

 Subheading..... 20

2. METHODOLOGY 30

 Subheading..... 31

 Subheading..... 32

3. RESULTS 40

 Subheading..... 42

 Subheading..... 45

4. DISCUSSION 60

 Subheading..... 65

 Subheading..... 70

REFERENCES 90

APPENDICES	95
A Descriptive Title.....	96
B Descriptive Title.....	97
C Descriptive Title.....	98

VITA

LIST OF TABLES

Table	Page
1 Title for Table 1 exactly as it appears in the text	3
2 Title for Table 2 exactly as it appears in the text.....	12
3 Title for Table 3 exactly as it appears in the text.....	12
4 Title for Table 4 exactly as it appears in the text.....	12
5 Title for Table 5 exactly as it appears in the text.....	12

LIST OF FIGURES

Figure	Page
1 Title for Figure 1 exactly as it appears in the text.....	2
2 Title for Figure 2 exactly as it appears in the text.....	10
3 Title for Figure 3 exactly as it appears in the text.....	10
4 Title for Figure 4 exactly as it appears in the text.....	13
5 Title for Figure 5 exactly as it appears in the text.....	16
6 Title for Figure 6 exactly as it appears in the text.....	20

ACKNOWLEDGEMENTS

This thesis is dedicated to everyone who helped along the way. Type your acknowledgements here. This page is optional. Delete the page if necessary.

ABSTRACT

The text of the abstract begins here and continues, double-spaced, as explained on page 10 of the [*Doctoral Dissertation Guidelines*](#). Do not number the Abstract page(s).

CHAPTER 1: INTRODUCTION

Overview

You have now begun to type the body of text for your thesis or doctoral dissertation. Click on the Show/Hide button ¶ located in the Paragraph tab on the menu. This will display formatting marks such as spaces, paragraph marks, and tabs. Keep the show/hide turned on while working on the document format.

Margins and Page Numbers

Use the following margins throughout the document: left: 1"; right: 1"; top and bottom: 1". Use small Roman numerals for preliminary pages. Number preliminary pages starting with the Table of Contents page, which should be numbered as iii. Number chapters, references and appendices pages continuously, using Arabic numerals. The first page of the first chapter should be 1. Page numbers must be placed at least ¾" from the edge of the page in the footer, centered.

Font, Line Spacing, and Indentation.

Embedded fonts are required. The recommended font type is Times New Roman, size 12 or Arial, size 10. Use double line spacing throughout the document. Avoid additional spaces before and after paragraphs. Some style manuals permit using single space in footnotes, bibliography, quotations as paragraphs, figure and table notes and captions, items in figures and tables, and lists in appendices. Refer to the style required by your department for guidelines on line spacing.

Indent each paragraph 0.5". To indent the first line of a paragraph, put your cursor at the beginning of the paragraph and press the tab key. When you press Enter to start the next paragraph, its first line will be indented.

Subdivisions and Section Headings

Any logical subdivision within chapters is permissible, but the scheme must be consistent throughout the manuscript. Refer to the style manual required by your department for recommendations on a scheme of subdivisions. The subdivisions within a chapter or section should not begin on a new page unless the preceding page is filled. If there is no room for the complete heading and at least two lines of text at the bottom, begin the section on the next page. The subdivisions and headings in this document are only an example.

Document Checklist

Before submitting your dissertation for review to the Division of Graduate Studies, ensure that the format of the document aligns with the requirements listed above and that it is consistent throughout the document. Use the following checklist for your convenience:

- ✓ Margins: left: 1"; right: 1"; top and bottom: 1"
- ✓ Page numbers: Page numbers must be placed at least ¾" from the edge of the page in the footer, centered.
- ✓ Font: Times New Roman, size 12
- ✓ Line spacing: The document is double spaced throughout. Single-space is used only when required by a style manual accepted in your program. No additional spaces are used before and after paragraphs.
- ✓ Indentation: Each paragraph is indented 0.5".
- ✓ Subdivision headings: A logical and consistent scheme is used throughout the document.
- ✓ Tables: All tables follow a consistent format required by the style manual accepted in your program. Each table has a call-out in the text (e.g., See Table 1).

- ✓ Figures: All figures follow a consistent format required by the style manual accepted in your program. Each figure has a call-out in the text (e.g., *See Figure 1* or *as shown in Figure 1*).
- ✓ References: All references are cited according to the style manual required by your program. Capitalization, italics, and punctuation marks are used correctly. Only those sources that are cited in the text are included in References.
- ✓ In-text citations: All references are cited according to the style manual required by your program. In-text citations should match citation in References.
- ✓ Table of Contents, List of Tables, List of Figures: Page numbers should match the actual page numbers of the document.

Best wishes!

REFERENCES

Begin the list of sources on this page. Cite sources according to the documentation style required by your department.

Most styles require a hanging indent for reference list entries. The first line of each entry is aligned with the left margin and subsequent lines are indented 0.5” as demonstrated on this page. To create a hanging indent, begin typing the first entry and then press the CTRL and T keys simultaneously. This will create a hanging indent for subsequent lines of the entry.

(The heading APPENDICES should be centered vertically and horizontally as shown on this page and should be in caps.)

APPENDICES

Appendix A

Add Descriptive Title

VITA

(Use the template below or write the vita in a paragraph form. Do not number the page.)

FIRST MIDDLE LAST, Ph.D.

City, State

Executive Summary

Use this space to provide a summary of your Vita. Share highlights, special skills and traits, and aspirations as you are completing your terminal degree. Keep this section short and concise (3–4 sentences).

Education

Click or tap here to enter text.

Choose an item., Choose an item.

Click or tap here to enter text.

Choose an item., Choose an item.

Click or tap here to enter text.

Choose an item., Choose an item.

Professional Experience

Click or tap here to enter text.
here to enter text.

Click or tap here to enter text.—Click or tap

Click or tap here to enter text.
here to enter text.

Click or tap here to enter text.—Click or tap

Honors

Click or tap here to enter text.

Additional section headers may be added as needed.