MULTIPLE PAPERS/SINGLE PAPER WITHIN A DISSERTATION/THESIS

If the dissertation is comprised of separate research projects within a final dissertation, each paper should appear as a separate chapter. If the thesis/dissertation is comprised of one project/paper, the headings such as Introduction, Materials and Discussion, and Conclusion should be treated as separate chapters. Also, because many papers will have already been published by the time final dissertations are submitted for binding, the candidate should be careful to refer to page 22 of this guide (“Permission for the Use of Previously Published Material”) and use the sample for the chapter title page. Chemistry doctoral candidates who want to include any practica in the doctoral dissertation should treat the past practica as an appendix. The dissertation that includes multiple papers/single paper will be set up as follows:

1. Fly page
2. Signature page
3. *Copyright
4. *Dedication
5. Title page
6. *Acknowledgments (may be included here or with chapters)
7. *Preface
8. Abstract
9. Table of Contents
10. Text
11. *Appendices
12. Bibliography (or References)
13. Vita

*Not all papers will contain these items, but if they are included, they must be placed in this order.

Each chapter (paper) will usually contain the following elements:

1. Title page
2. List of Tables (if any)
3. List of Figures (if any)
4. Acknowledgments (may be included with chapters or at the beginning of the entire paper)
5. *I. Introduction
6. *II. Preface
7. *III. Abstract
8. *IV. Introduction
9. *V. Materials and Methods
10. *VI. Results
11. *VII. Discussion
12. References

(* All major title pages, as listed above, should have the title centered, 2” from the top of the page, with the page numbers centered .75” from the bottom of the page.)
Also adhere to the following when using multiple papers/single paper within a dissertation/thesis:

1. The figures/tables should appear within the text as close to the reference as possible.
2. If it is absolutely necessary not to include figures/tables within the text, they should be grouped in an appendix.
3. An appendix immediately precedes the bibliography/references section.
4. When numbering a figure/table, the number should coincide with the chapter in which the figure/table appears. E.g., Figure 1.1 for Chapter 1, Figure 2.1 for Chapter 2, etc.
5. When writing the overall abstract in the dissertation’s preliminary pages, there should be sub-headings referring to the specific chapter/paper being referenced.