A Thesis

by

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Corpus Christi, Texas

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A Thesis

by

This thesis meets the standards for scope and quality of

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# ABSTRACT

The Abstract should reflect the entire document and summarize the research and findings in your thesis. If your thesis includes one or more manuscripts, each manuscript may include a short abstract that relates to the work in the manuscript. Note that the abstract text is not indented. It is generally one paragraph; however, if additional paragraphs are needed, indentation of subsequent paragraphs should be consistent with style(s) utilized by your discipline and determined in consultation with your chair. Ideally, the abstract will be brief and information dense.

**The text starts two double spaces below the title ABSTRACT and is double-spaced. There must be no additional space before or after titles and headings.** Use the same margin settings and fonts as used in the narrative text. Your abstract must not include formal citations, images, or complex equations. It is up to you, based on guidelines of your discipline and related style guides and *in consultation with your chair,* to design the contents of the abstract.

*Note: For the entire submission – where there are differences in format and layout between the specifications of the University template/guidelines and the style guide utilized by the discipline, the template/guidelines of the University overrule the discipline’s style.*

*Double spacing in Word: With the exception of some of the front matter, the entire document should be set to double space. To prevent automatic insertion of additional space before or after headings, go to the paragraph tab on the ribbon and ensure that spacing is set to 0 (not blank or automatic) for both “before” or “after.” Otherwise, the spacing of your document will be off in specific areas in the front matter and throughout the document.* ***This is a common issue that triggers return for corrections upon submission in documents submitted in both Word and Latex.*** *CGS cannot amend the Latex template; please consult your chair.*

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The dedication page is optional and follows the Abstract. The title DEDICATION is capitalized and centered at the top of the page, followed by two double spaces. **There must be no additional space before or after titles and headings.** Use the same margins, paragraph style, font, and alignment used in the body of the document.

# ACKNOWLEDGEMENTS

The acknowledgements page is optional and follows the dedication page. The title ACKNOWLEDGEMENTS is capitalized and centered at the top of the page, followed by two double spaces. **There must be no additional space before or after titles and headings.** Use the same margins, paragraph style, font, and alignment as is used in the main text of the document.

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# 1. TITLE

The text begins here. Margins should be consistent on all pages, with a minimum of 1” on all sides. Number all pages in sequence through to the last page, including references and appendices. If your document is written using the section method, the major heading (e.g., 1. INTRODUCTION: SECTION FORMAT) will consist of a title, centered, and in all capital letters. It may be numbered or unnumbered. If you are numbering your subheadings by section (e.g., 1.1, 1.1.1, etc.) you must number the major headings. TITLE will be at the top of a new page. Styling must be consistent.

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Style your headings within each major heading in accordance with the preferred style in your discipline as approved by your chair. In this sample, the heading 1.1 is left justified and in bold; however, it is not required to be styled this way.

If the section title is longer than one-line, double space between the lines of the title. The font size should be consistent with the rest of the text (Times New Roman, 12 pt.)

* + 1. Additional heading levels. This heading level illustration is provided to connect to the spacing in the Table of Contents. As with all other heading illustrations in this template, remember that styling of headings should be consistent with those used in your discipline and should be consistent throughout the document. The styling here (left justified, not bold, with period and content following immediately after) is not required.

Figure 1  
*Figure Title*

*Note.* Type chart description here.

THE FIGURES AND TABLES IN THIS DOCUMENT ARE EXAMPLES. THE STYLE OF FIGURES AND TABLES SHOULD BE CONSISTENT WITH YOUR DISCIPLINE.

Table 1  
*Table Title*

|  |  |  |
| --- | --- | --- |
| Grade | Boys | Girls |
| 4 | 115 | 126 |
| 5 | 130 | 119 |
| 6 | 117 | 124 |
| Total | 362 | 369 |

*Note.* Add your table description here.

# 2. TITLE

# 3. TITLE

# 4. TITLE

# 5. TITLE

While the title of the final section may vary according to disciplinary style, it must tie the whole of the manuscript together. The overall number of sections may vary according to disciplinary requirements.

# REFERENCES

*The references must be double-spaced throughout. The list should be complete, accurate, and consistent. Apart from double spacing, utilize the format dictated by your discipline.*

# APPENDIX A: TITLE

# APPENDIX B: TITLE