

**THE FOLLOWING PAGES ARE SAMPLES OF THESIS/DISSERTATION  
PRELIMINARY PAGES AND OTHER IMPORTANT PAGES**

**Order of sample pages:**

1. First Page (formerly Signature Page)
2. Copyright Page
3. Dedication Page
4. Title Page
5. Acknowledgments
6. Abstract
7. Table of Contents
8. List of Figures
9. List of Tables
10. Chapter Title Page
11. Optional Separate Chapter Title Page--for use when a chapter has been previously published
12. Appendix Title Page
13. References (or Bibliography)
14. Biographical Sketch
15. Curriculum Vitae

**Required Page Margins:**

All top margins- 1.25"

All left margins- 1.25"

All right margins- .75"

All bottom margins- 1.25"

**Page Numbering:**

All page numbers must be centered and placed .75" from the bottom of the page.

Preliminary pages, beginning with the acknowledgments, will be numbered with lowercase Roman numerals. Arabic numerals, beginning with "1" are used to number all pages of the body of the dissertation/thesis.

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*(SAMPLE FIRST PAGE)*

THE OFFICE OF GRADUATE EDUCATION SAMPLE

PAGES: DISSERTATIONS AND THESES

*(2 single line spaces)*

by

*(2 single line spaces)*

John Smith

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APPROVED BY SUPERVISORY COMMITTEE:

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Austin J. Cunningham, Chair

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John J. Wiorowski

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Raymond P. Lutz

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Juan Gonzalez

\*The number of line spaces between your name and "APPROVED BY" is based on a four-person committee. The number of line spaces may vary if you have more or fewer than four committee members.

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*(SAMPLE DEDICATION PAGE)*

*(spacing may vary—no required number of spaces)*

To my family

*(SAMPLE TITLE PAGE)*

THE OFFICE OF GRADUATE EDUCATION SAMPLE

PAGES: DISSERTATIONS AND THESES

*(2 double line spaces)*

by

*(2 double line spaces)*

JOHN SMITH, BS, MS

*(5 single line spaces)*

DISSERTATION (or THESIS)

Presented to the Faculty of

The University of Texas at Dallas

in Partial Fulfillment

of the Requirements

for the Degree of

*(3 single line spaces)*

DOCTOR OF PHILOSOPHY IN

COMPUTER SCIENCE

*(4 single line spaces)*

THE UNIVERSITY OF TEXAS AT DALLAS

May 2023

*(SAMPLE ACKNOWLEDGMENTS PAGE)*

## ACKNOWLEDGMENTS

Start acknowledgments on this line. Note: Do not use paragraph indenting in this section. All paragraphs should start at the left hand margin. Follow the ACKNOWLEDGMENTS text with a date of the form: Month Year, as indicated below. The Month Year should be left justified and is the month in which you defended your dissertation or thesis.

*(2 single line spaces)*

April 2023

*(This is the first page within the thesis/dissertation on which a page number will appear, typed in lowercase Roman numerals, .75" from the bottom of the page.)*

*(SAMPLE ABSTRACT PAGE)*

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PAGES: DISSERTATIONS AND THESES

*(2 single line spaces)*

John Smith, PhD

The University of Texas at Dallas, 2023

*(4 single line spaces)*

Supervising Professor: Supervising Professor's Name

*(4 single line spaces)*

Begin abstract here. Note: do not use paragraph indenting in the abstract.

*(SAMPLE TABLE OF CONTENTS)*

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CURRICULUM VITAE	

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LIST OF FIGURES

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2.2 When a figure caption runs over one line, single-space the lines **within** the entry, but double-space **between** entries (or single-and-a-half space between entries, depending on the spacing of the rest of your document).....7

*(SAMPLE LIST OF TABLES)*

LIST OF TABLES

2.1 Table title is typed here .....5

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*(SAMPLE CHAPTER TITLE PAGE)*

**CHAPTER 1**  
*(1 single line space)*  
**INTRODUCTION**

*(2 single line spaces)*

Begin the chapter's text two single line spaces below the title of the chapter. The chapter number line and the title of the chapter should be bold and in all uppercase letters, as shown above. The number on a chapter title page will be centered at the bottom, .75" from the bottom of the page.

*(SAMPLE OPTIONAL SEPARATE CHAPTER TITLE PAGE—  
for use when a chapter has been previously published)*

**CHAPTER 2**

**FIRST LINE OF CHAPTER TITLE**

**SECOND LINE OF CHAPTER TITLE**

*(6 single line spaces)*

Authors – Xxxx Xxxxxx, Xxxx Xxxxxx (First Name Last Name)

*(2 single line spaces)*

The Department of Biological Sciences, BSB12

*(2 single line spaces)*

The University of Texas at Dallas

*(2 single line spaces)*

800 West Campbell Road

*(2 single line spaces)*

Richardson, Texas 75080-3021

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*(SAMPLE APPENDIX TITLE PAGE)*

**APPENDIX A**  
*(1 single line space)*  
**APPENDIX TITLE**

*(2 single line spaces)*

One or more appendixes may follow the final chapter. If there is only one appendix, do not label it as “A” –label this page as “**APPENDIX**” and refer to it in the text as “the appendix.” If you have multiple appendixes, give them a letter designation and refer to them in the text as “Appendix A, Appendix B”, etc.

(SAMPLE REFERENCES (OR BIBLIOGRAPHY))

**REFERENCES (OR BIBLIOGRAPHY)**

(2 single line spaces)

Various disciplines use different conventions in writing and publishing. Therefore, graduate candidates, in consultation with their dissertation advisor and committee, may select from a recognized style manual. All decisions regarding style and format must be consistent with the chosen style manual and the guidelines outlined in the **Office of Graduate Education DISSERTATION AND THESIS FORMATTING GUIDE**

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Approved style guides are listed below:

- Banik, Baysinger, Kamat & Pienta. *ACS Guide to Scholarly Communication*. (3rd edition). An American Chemical Society Publication.
- American Psychological Association. *Publication Manual of the American Psychological Association (7th Edition)*. Washington, D.C.: American Psychological Association. (<https://apastyle.apa.org/style-grammar-guidelines>)
- *The Chicago Manual of Style* (17th edition). Chicago: University of Chicago Press.
- *IEEE Editorial Style Manual*, <https://journals.ieeeauthorcenter.ieee.org/your-role-in-article-production/ieee-editorial-style-manual/>
- Modern Language Association of America. *MLA Handbook* (9th edition). New York: Modern Language Association of America.
- Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertations* (9th Edition). Chicago: University of Chicago Press.

*(SAMPLE BIOGRAPHICAL SKETCH)*

**BIOGRAPHICAL SKETCH**

*(2 single line spaces)*

John Smith was born in Houston, Texas. After completing his schoolwork at Lamar High School in Houston in 1970, John entered Southwest Texas State University in San Marcos, Texas. During the summers of 1972 and 1973, he attended the University of Colorado. He received a Bachelor of Science with a major in zoology from Southwest Texas State University in May 1974. During the following two years, he was employed as a biology teacher at S.F. Austin High School in Austin, Texas. In June 1976, he entered the computer science graduate program at The University of Texas at Dallas.

*(SAMPLE CURRICULUM VITAE)*

*(Any format is accepted for the Curriculum Vitae--pages may or may not be numbered)*

**CURRICULUM VITAE**

*(2 single line spaces)*

**Name**

**Address:** (don't list your home address or personal email)

**Email:**

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**TEACHING/RESEARCH ASSISTANT EXPERIENCE**

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**PUBLICATIONS**

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