

ILLINOIS STATE
UNIVERSITY




Graduate School

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Date: November 13, 2001

To: Alan Lacy, Director
School of Kinesiology and Recreation

William Vogler, Graduate Program Coordinator
School of Kinesiology and Recreation

From:  Sandra L. Little, Director
Graduate School

RE: Agreement on Journal Thesis Format with Graduate School

Attached please find a copy of the *Agreement on Journal Thesis Format* and an outline that can guide students and faculty advisors in preparing theses using the journal thesis format. The *Guide for Writers of Master's Theses* published by the Graduate School will be required regardless of format chosen. At this time, the School has elected to use the *Publication Manual of the American Psychological Association* for its theses.

Cc: Sunny Portree, Thesis Examiner
Graduate School

Post-it® Fax Note	7671	Date	4-5-06	# of pages	3
To	Steve McCaw	From	S. Portree		
Co./Dept.	KNR	Co.	Grad. School		
Phone #		Phone #	8-2597		
Fax #	8-5559	Fax #			

Agreement on Journal Thesis Format with the Graduate School and the School of Kinesiology and Recreation (11/13/01)

Agreement Stated:

1. A thesis for the M. S. degree in the School of Kinesiology and Recreation may be formatted according to the specifications of the journal to which it has been or will be submitted. A copy of "Instructions to Authors" from each relevant journal publisher, and a sample journal article which illustrates figures, tables, schemes, etc. needs to be included with the thesis when delivered to the Graduate School Thesis Examiner for the format check.
2. The decision to choose the alternate format should be agreed upon by the student and the thesis committee at the time of the proposal approval meeting.
3. The *Guide for Writers of Master's Theses* published by the Illinois State University Graduate School will be required regardless of format chosen. The *School Publication Manual of the American Psychological Association (APA)* will serve as the default for otherwise unspecified format by a journal. Pagination is continuous throughout the document and should follow the *Guide for Writers of Master's Theses* or may be placed at the bottom center of all pages.

Journal Format Outline for the Master of Science in HPR

Preliminary materials (see *Guide for Writers of Master's Thesis*, Illinois State University for format instructions):

- Annotation
- Abstract
- Title Page
- *Copyright Page
- Thesis Approved Page
- * Acknowledgements Page
- Contents Page (as illustrated in the *Guide for Writers*)
- Tables Page (list of tables as illustrated in the *Guide for Writers*)
- Figures (etc.) Page (list of figures, etc., as illustrated in the *Guide for Writers*)
- * optional

Chapter I (article or manuscript here)**

- Introduction
- Method
- Results
- Discussion
- References (specifically for the article)
- Tables
- Figures
- **format may vary with journal

Chapter II ***

- Extended literature review
- ***If a second article should become part of the thesis, it would have its own chapter and chapter numbers could be modified.

References (for the Chapter II extended literature review)

Appendices (If needed; could include instrumentation, permissions, data, IRB letter, etc.)

Resources for Thesis Preparation

Guide for Writers of Master's Theses (1998). Normal, Illinois: Illinois State University Graduate School.

Publication Manual of the American Psychological Association (5th ed.). (2001). Washington, D.C.: American Psychological Association.

Thomas, J. R., & Nelson, J. K. (1996). *Research methods in physical activity*. (3rd ed.). Champaign, IL: Human Kinetics.