TYPE YOUR TITLE HERE THE TEMPLATE HAS STYLES TO HELP FORMAT THE TITLE; STYLE NAMES ARE: “TITLE ONE-LINE” ETC

A Thesis

Presented to

The Faculty of the Type in Name of Department or School

San José State University

In Partial Fulfillment

of the Requirements for the Degree

Type of Degree, e.g., Master of Arts

by

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ABSTRACT

TYPE IN YOUR THESIS TITLE HERE

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Type in your abstract here. It must be indented 0.25” and consist of a single paragraph. This page is mandatory and must fit on one page. The abstract is a brief, comprehensive summary of the contents of the thesis. The abstract may not contain source documentation (citations). Replace these instructions with your text.

ACKNOWLEDGEMENTS

This page is optional. Insert your acknowledgements text here.

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**YOU MUST MANUALLY ENTER A TAB CHARACTER AFTER THE DOT LEADER AND BEFORE THE PAGE NUMBER FOR EVERY LINE ITEM ON THE TOC.** This will make the page number alignment match the preliminary page TOC line items.

The Appendix column heading and preliminary page numbers (in lowercase Roman numerals) will need to be typed in manually, they will not generate automatically as part of the Table of Contents. Add both items manually after generating the Table of Contents. See the “Generating a Table of Contents in the Template” guide on our website for additional help. Also, don’t forget to delete these instructions!

LIST OF TABLES

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**Add two tabs after the table number and before the table title for proper formatting. Add a tab after the dot leader and before the page number. Delete these instructions.**

LIST OF FIGURES

Figure 1. SDSU photomontage. Applying the Caption style will help you update the List of Figures automatically. This includes matching text and the correct page number. 3

Figure 2. SDSU thesis template styles. Apply the Caption style in text for easy formatting. 3

**Add two tabs after the figure number and before the figure caption for proper formatting. Add a tab after the dot leader and before the page number. Delete these instructions.**

LIST OF ABBREVIATIONS

This page is optional. Type in your list here in alphabetical order. Apply the “Single-spaced Text” Style. Don’t forget to delete these examples and instructions.

CUCA – Cornell University’s College of Agriculture

DOD – US Department of Defense

ELHS – East Lansing High School

RNA - ribonucleic acid

snRNA – small nuclear ribonucleic acid

SI units – System of International Units (*Système international d'unités*)

# Chapter 1: Introduction (This is a Heading 1)

If you haven't done so already, read theDepartment Information guide for approved text formats and required department style guide before continuing any further.

There are many styles included in this template designed to make your formatting easier.

## Heading 2

Here’s an example of what a Heading 2 looks like. This template has linked the Heading 1, Heading 2, and Heading 3 styles to the TOC so that they will automatically appear when you generate your Table of Contents.

* Lists are double spaced and followed by normal text spacing.
* Here is an example of a bullet list that wraps past 1 line. Here is an example of a bullet list that wraps past 1 line. Here is an example of a bullet list.
1. Lists are double spaced and followed by normal text spacing.
2. Here is an example of a numbered list that wraps past 1 line. Here is an example of a numbered list that wraps past 1 line.

Figure 1 and Figure 2 in this document show examples of figures so that you can see an example of the “List of Figures”. The same is true for Table 1. The thesis template styles make formatting these sections really easy. Simply apply the correct style to the desired text and update the field in the preliminary pages. Figures use the Caption style and Tables use the Table Title style.

Figure 1

SDSU Photomontage. Applying the Caption Style Will Help You Update the List of Figures Automatically. This Includes Matching Text and the Correct Page Number



Figure 2

SDSU Thesis Template Styles. Apply the Caption Style in Text for Easy Formatting



Table 1

Sample of a One-Row Table: Apply the Table Title Style in Text for Easy Formatting

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sample Location | # of Samples | Type of Fungi | Relative Humidity, Temperature | Sampling Time |
| Environmental Chamber | 40 | *Aspergillus niger* | 50%, 25C | 3 minutes |

Note: Most tables will have more than one row; the purpose here is to show the table title.

Pages are provided in this template for the post-text sections, i.e., References, and Appendix (if you have appendices), just as they are for the preliminary page sections. Two pages formatted in LANDSCAPE orientation are also provided, but in a separate template document (*SDSU Template Landscape Pages*).

### Heading 3

Here’s an example of a Heading 3. Remember to be consistent when formatting each heading level.

We have created an Equation style to help you center equations on a page and right align equation numbers. Here’s an example of an equation:

 $x=\frac{-b\pm \sqrt{b^{2}-4ac}}{2a}$ (1.1)

Here is what a block quote looks like when you apply the Block Quotation style:

Direct quotations must always be documented with the correct source information and page number. Indirect citations (paraphrasing) must be documented in text but page numbers are optional unless your department style guide requires page numbers for this purpose. For example, the *MLA Handbook* requires page numbers for both direct and indirect citations. See your style guide for the correct format of source documentation. (p. 66)

### Heading 3

If your manuscript is already written/partially written, and you want to start using the template, you may perform a subdocument import to maintain the template integrity. See the Subdocument Import guide for detailed instructions. Note that the “copy and paste special” option has limitations. **Don’t forget to delete these examples.**

References

Insert your source documentation **according to your departmental style guide** with the exception of single spacing each entry and using normal line spacing between entries.

**HANGING INDENT** (formatted according to APA here, but you must follow *your* departmental style):

Kilroy, L. (2005). *Dissertation and thesis manual: Policies, procedures, and format* (11.1 ed.). San Diego State University.

Moll, L. C. (2000). Writing as communication: Creating strategic learning environments for students. *Theory into Practice, 25*(3), 202-208.

Delete the contents of this page (except for the title) and apply the appropriate hanging indent style to your entries.

Appendix

Title of Appendix

Insert your appendix material here. When you apply the APPENDIX LABEL and APPENDIX TITLE style to this section the template will automatically add the Appendix Title to the TOC (you will have to add the Appendix Label to the TOC manually). Applying the Appendix Label style will also begin this section on a new page and give you the correct 2” top margin. **Don’t forget to delete these comments.**