

THIS IS THE TITLE OF MY DISSERTATION

IT'S SUCH A GOOD

TITLE

Two double-spaced lines

by lowercase

One double-spaced line

JANE M. SMITH Uppercase

One double-spaced line

FIRST M. LAST, COMMITTEE CHAIR

FIRST M. LAST, COMMITTEE CO-CHAIR

FIRST M. LAST

FIRST M. LAST

FIRST M. LAST

Title is centered,  
with three lines,  
in an inverted  
pyramid, double-  
spaced and in  
upper case.

Two double-spaced lines

A DISSERTATION/THESIS Uppercase

Two double-spaced lines

Submitted in partial fulfillment of the requirements  
for the degree of Doctor of Philosophy  
in the Department of English  
in the Graduate School of  
The University of Alabama

Single-spaced,  
lowercase, correct  
department info  
filled in

Three double-spaced lines

TUSCALOOSA, ALABAMA Uppercase

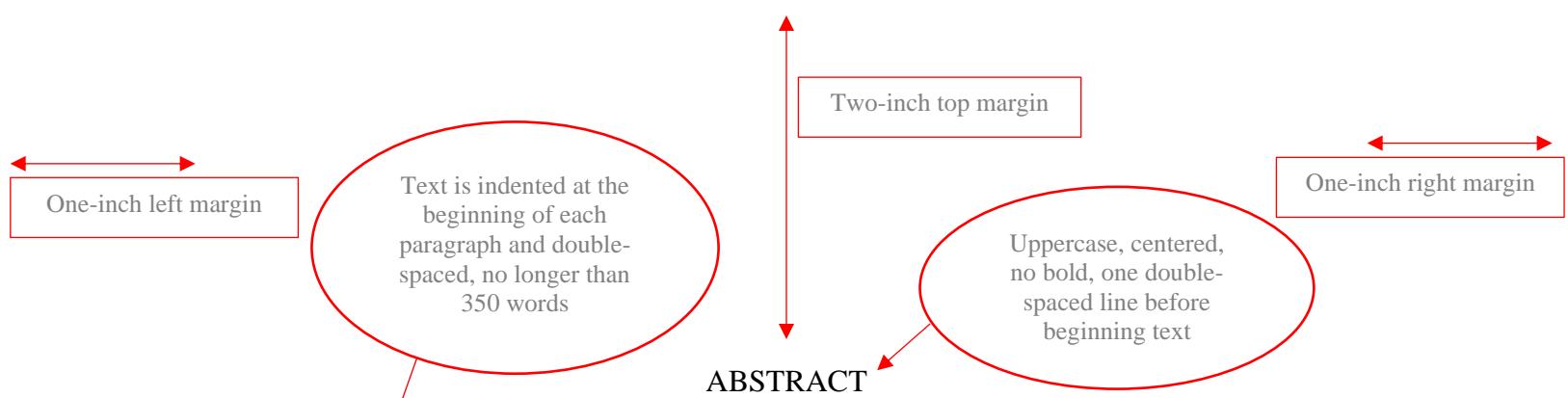
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One-inch bottom margin

No pagination on  
title page





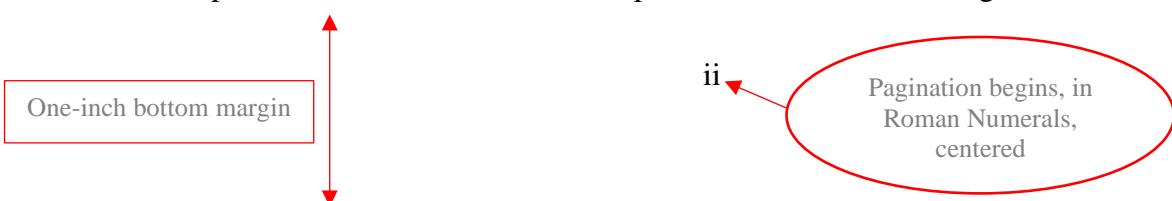
ABSTRACT

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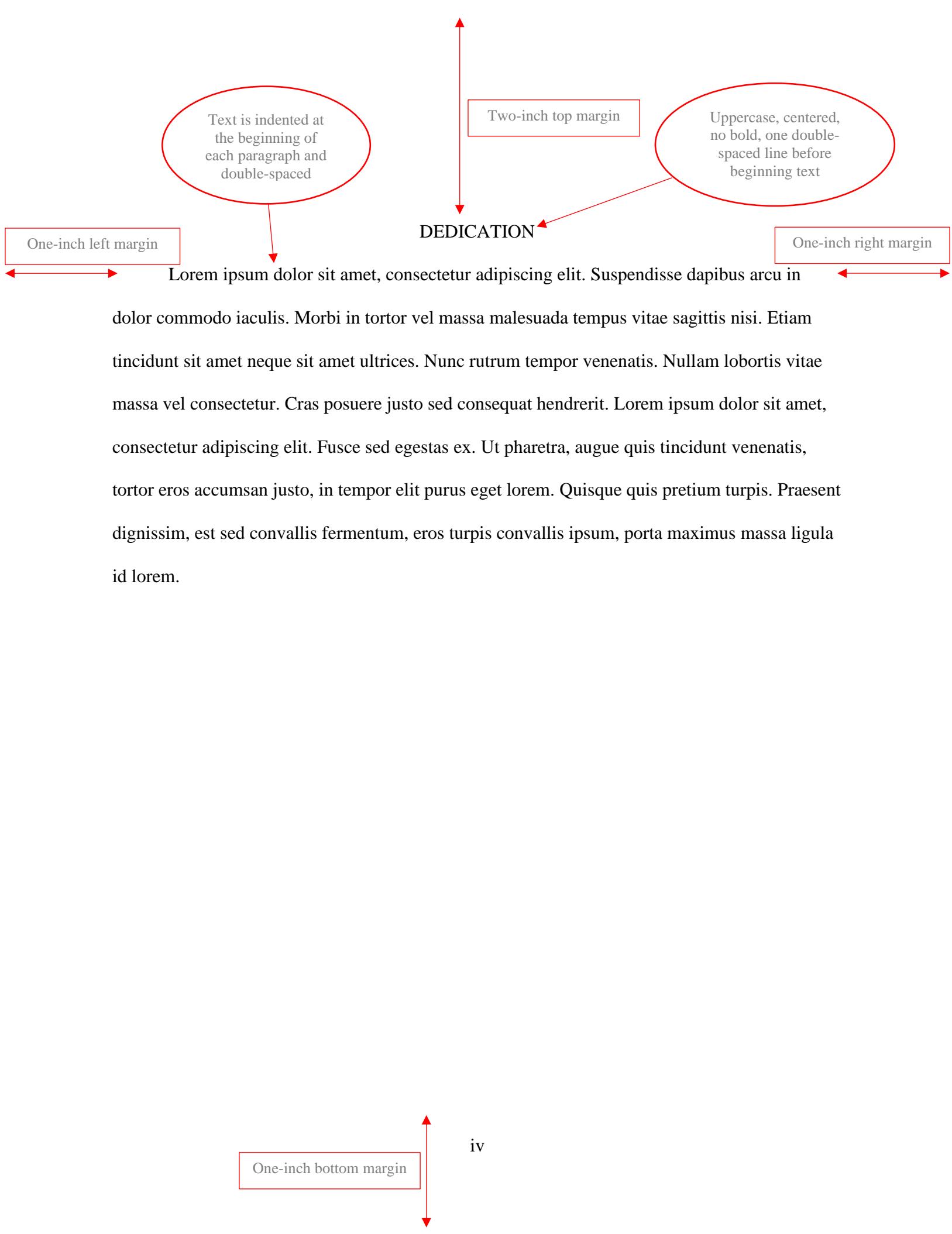
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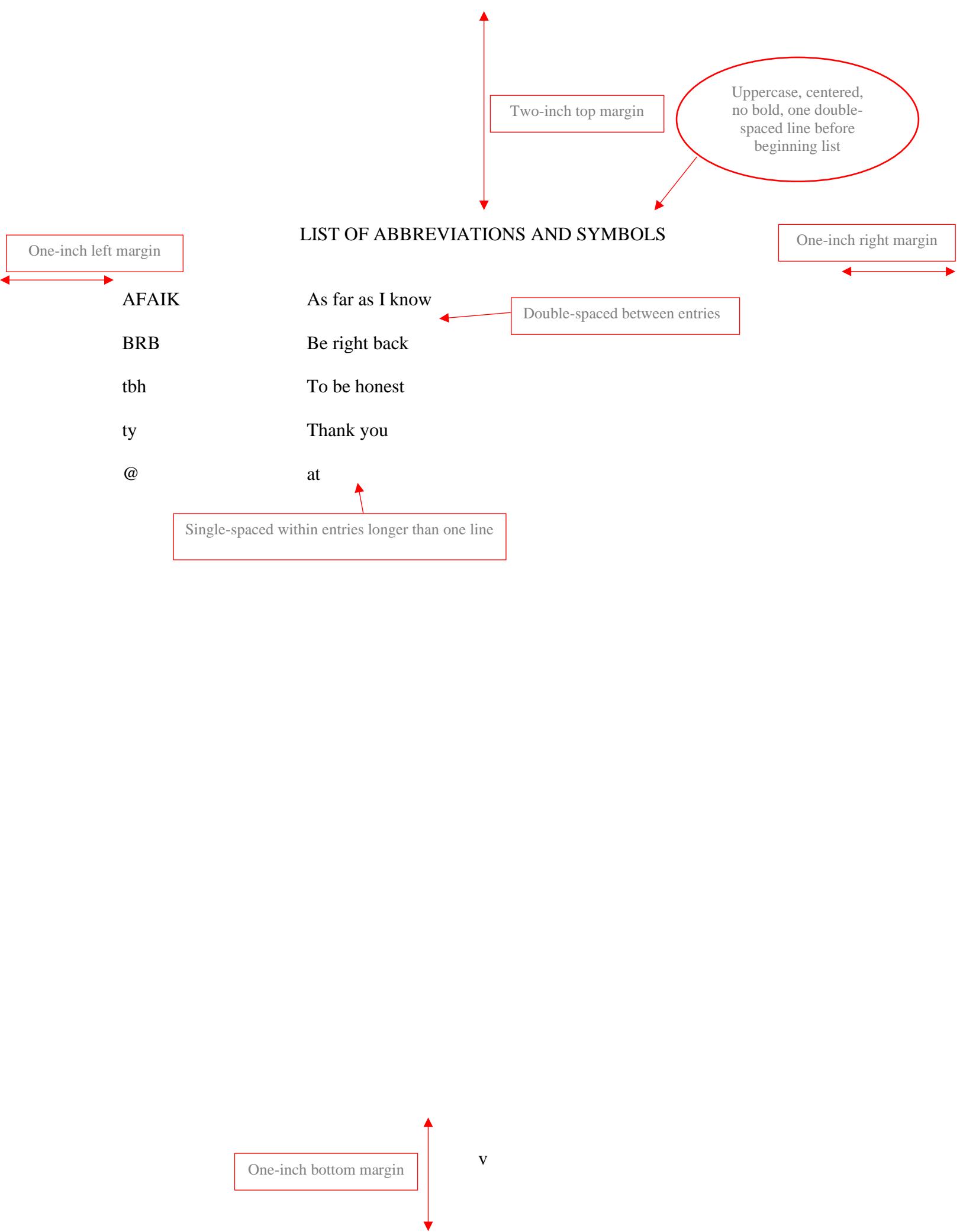
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Keywords: these, are, my, keywords

No more than six  
keywords/phrases

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the beginning of  
each paragraph and  
double-spaced

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## ACKNOWLEDGEMENTS

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The diagram illustrates the layout of a Microsoft Word table of contents (TOC) with various red annotations:

- Top Margin:** A callout box indicates a "Two-inch top margin".
- Left Margin:** A callout box indicates a "One-inch left margin".
- Right Margin:** A callout box indicates a "One-inch right margin".
- Section Title:** The word "CONTENTS" is centered at the top.
- Table Structure:** The TOC lists several entries, each consisting of a section name followed by a page number. Some entries have sub-entries.
- Order Requirement:** A callout box on the left states "Must be in this order" with arrows pointing to the first four entries: ABSTRACT, DEDICATION, LIST OF ABBREVIATIONS AND SYMBOLS, and ACKNOWLEDGEMENTS.
- Text Match Requirement:** A callout box on the left states "Entries must match exactly how they appear in text" with an arrow pointing to the entry for INTRODUCTION.
- Page Number Alignment:** A callout box on the right states "Note that page numbers are right aligned" with an arrow pointing to the page numbers (ii, iv, v, vi, ix, x, 1, 1, etc.).
- Bottom Margin:** A callout box indicates a "One-inch bottom margin".
- Page Number:** The page number "vii" is located at the bottom center.

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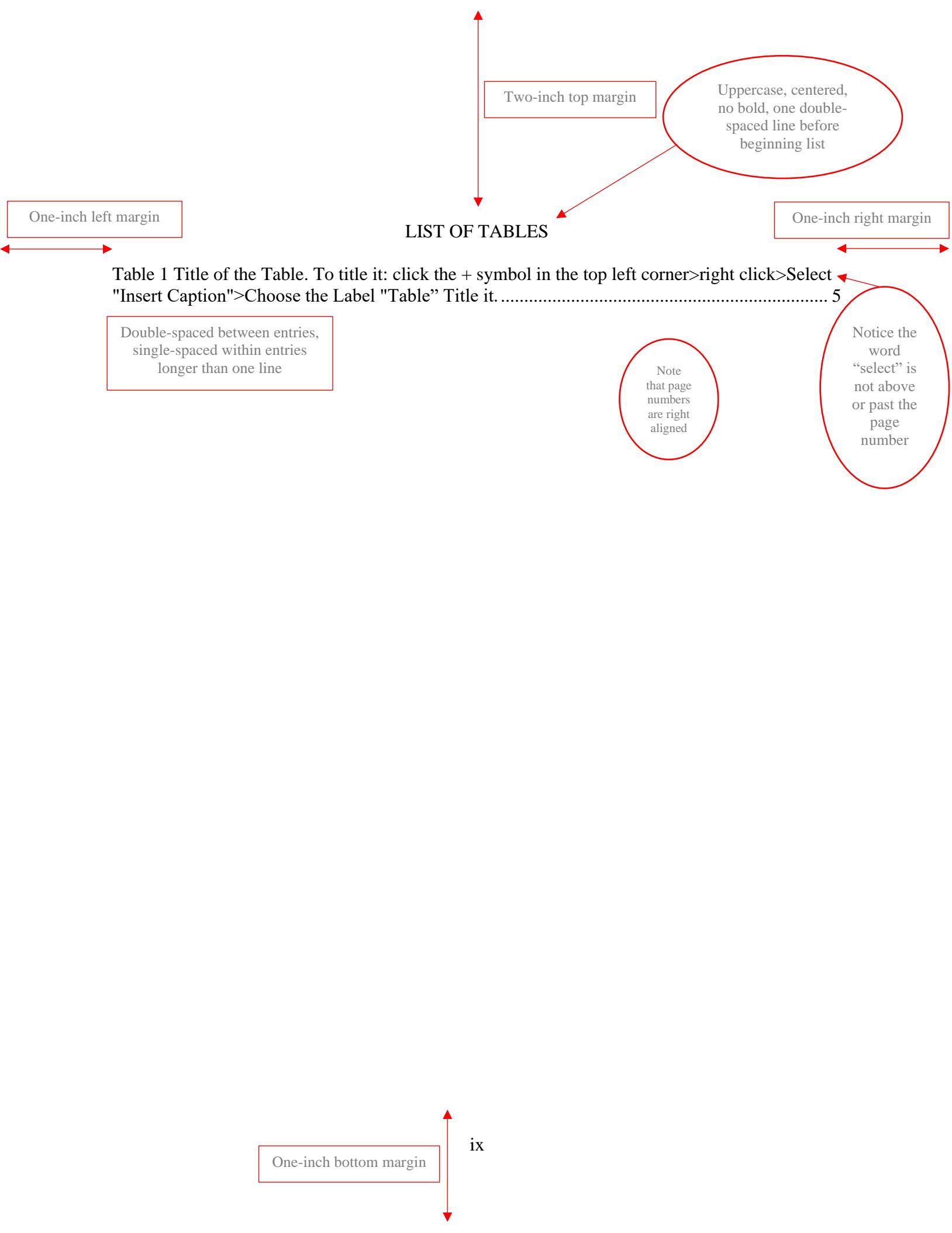
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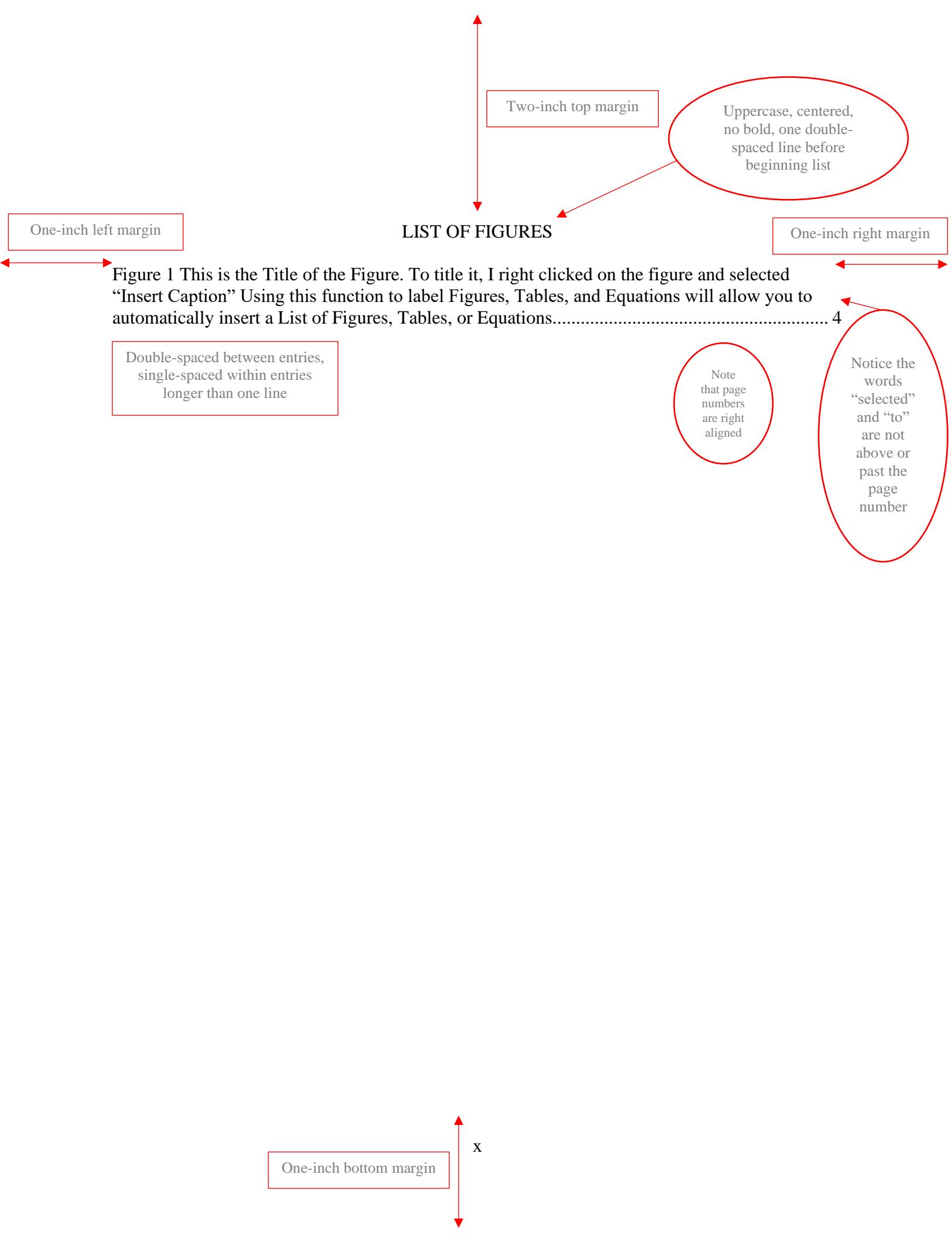
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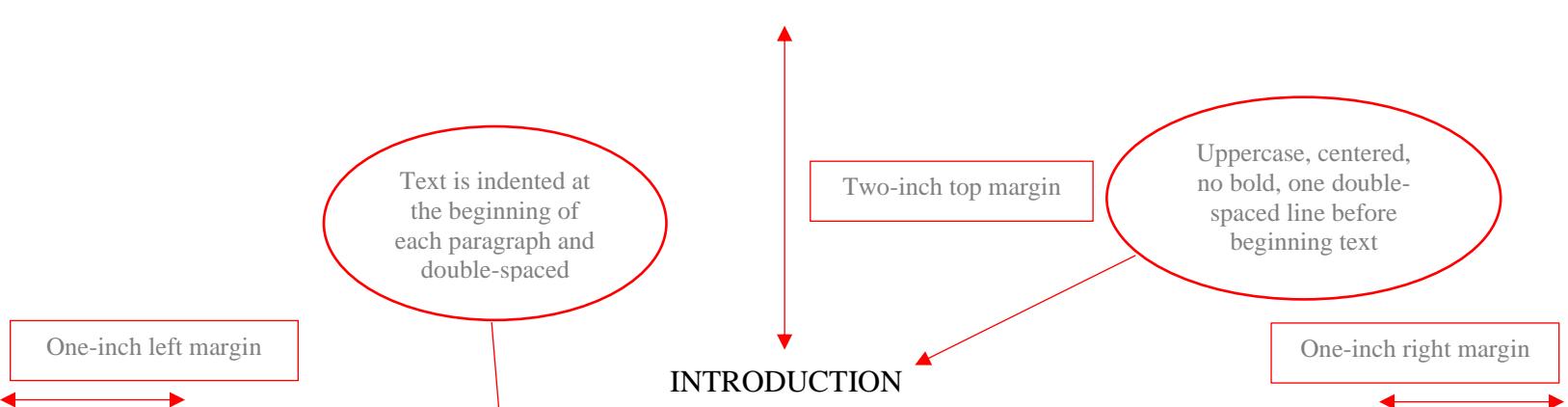
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Text is indented at the beginning of each paragraph and double-spaced

INTRODUCTION

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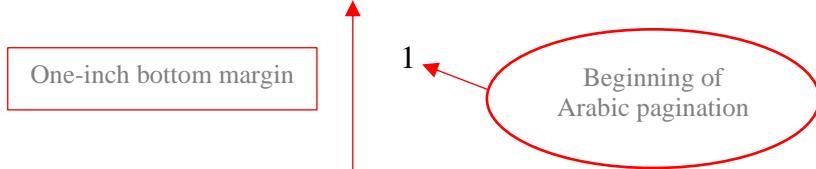
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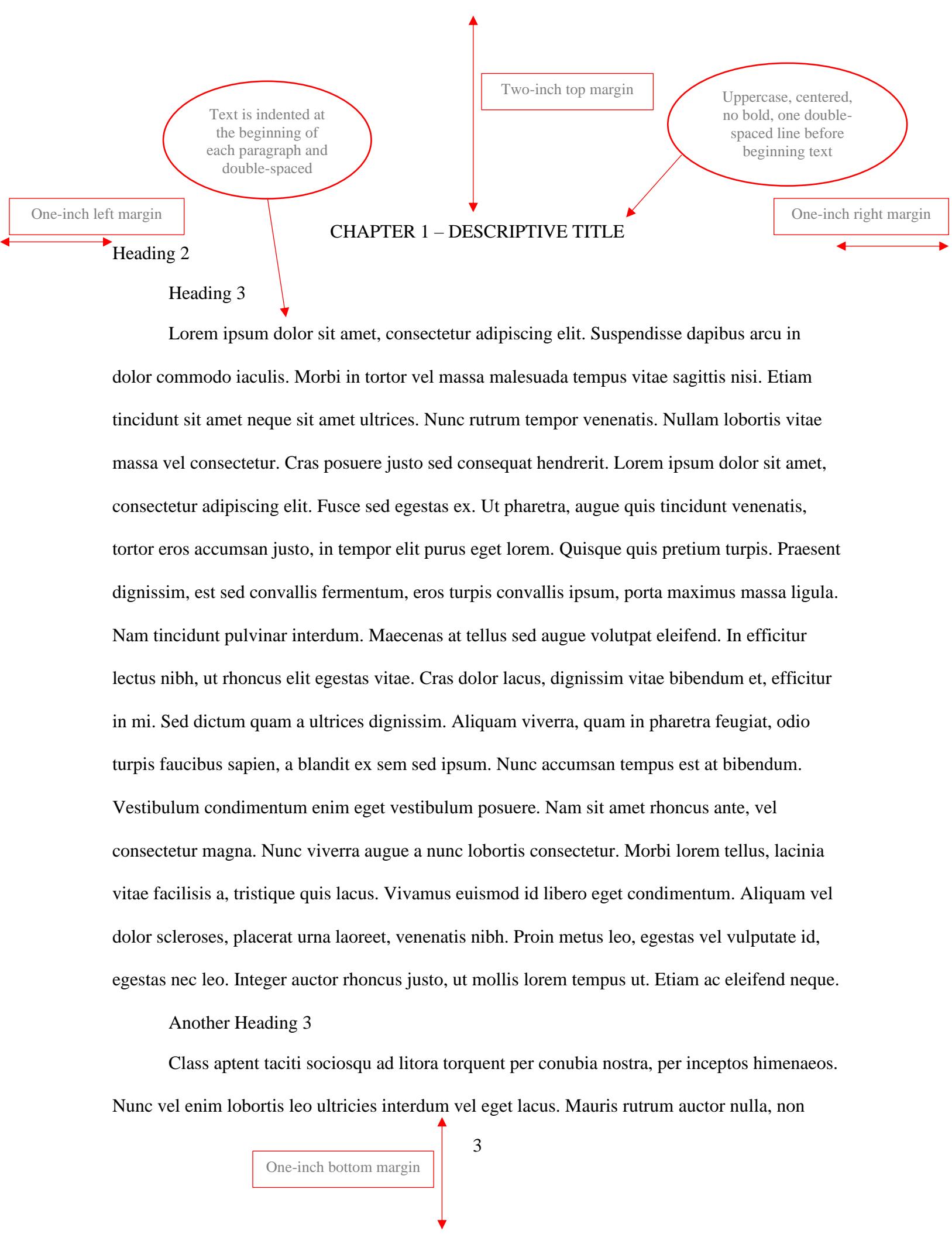
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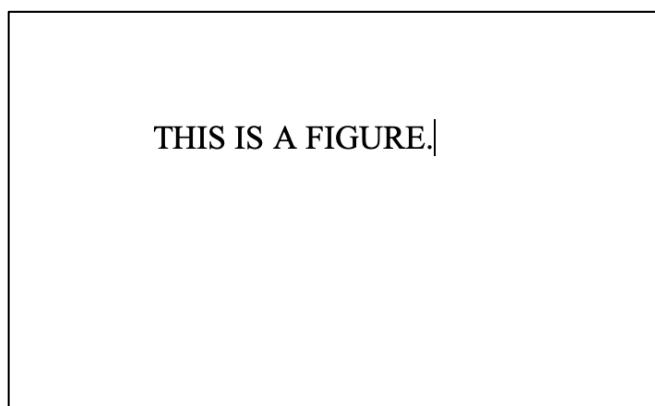


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same page

Figure 1 This is the Title of the Figure. To title it, I right clicked on the figure and selected “Insert Caption” Using this function to label Figures, Tables, and Equations will allow you to automatically insert a List of Figures, Tables, or Equations.

Single space, below the  
figure, same font size and  
style as the rest of the text

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4

