**Duke Kunshan University**

**Division of Arts & Humanities**

**Media & Arts - Creative Practice**

**SW Theses - Template**

**Instructions**

* Black text – *Do not delete*. Everything in black stays in the document.
* Red text – *Model text*. Replace with your own text, then change the ink color to black.
* Blue text – *Delete*. The blue text is instructional, providing general guidance for what goes into a particular section.

**Overview**

The Title Page, Table of Contents, and Abstract, are the first three pages of the document. The Table of Contents as (i), and the Abstract as (ii). (The title page does not include a page number). You may optionally include a single-page Acknowledgements/Dedication and/or Appendix/ces. If included the acknowledgements or dedication page should be the second page, numbered (iii), with the Table of Contents becoming (iv). The appendix/ces or supplemental content pages should follow the source/works cited. These appendix or supplemental content pages should continue with the Arabic numbering. All page numbers must be bottom centered. See next section for an example outline of the document.

**Title page**

* Title written in ALL CAPS
* The title is centered at the top of the page
* The title cannot exceed three lines
* The word ‘by’ is on its own line
* Your name should be capitalized and written as “Given Name Surname”
* The phrases ‘Signature Work submitted for’ are to remain as is
* Enter the date of submission with standard capitalization as Month Date, Year (e.g., April 12, 2022)

**Table of Contents**

* The table of contents should be left aligned each chapter should be listed with the number of the page it starts on.

**THIS IS AN INSTRUCTIONAL PAGE.DELETE BEFORE SUBMISSION.**

SW PROJECT TITLE THAT EXTENDS OVER ONE LINE GOES IN INVERTED PYRAMID FORM, AS IN THIS EXAMPLE WHICH EXTENDS BEYOND ONE LINE: THE SUBTITLE BRINGS IT TO THREE LINES

by

First Name\_Last Name

Signature Work Product, in partial fulfilment of the Duke Kunshan University Undergraduate Degree Program

Month Date, Year {Date submitted}

Signature Work Program

Duke Kunshan University

APPROVALS

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*Mentor: First Name Last Name, Division (without abbreviations) using standard capitalization*

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Marcia B. France, Dean of Undergraduate Studies

**ABSTRACT** *(in English)*

*150–200 words*. *An abstract is a brief statement of the problem or the purpose of the research. It should indicate the theoretical work or experimental plan used, summarize principal findings of the research, and point out major conclusions. Appropriate safety information should be included when applicable. This should be the section you write last to be sure that it accurately reflects the content of the document.*

**ABSTRACT** *(in Chinese)*

150 - 200 字。摘要是对问题或研究目的的简要说明。说明所使用的理论工作或实验计划，总结研究的主要发现，并指出主要结论。适用时应包括适当的安全信息。这应该是您最后编写的部分，以确保它准确反映文档的内容。

150 - 200 Zì. Zhāiyào shi duì wèntí huò yánjiū mùdì de jiǎnyào shuōmíng. Shuōmíng suǒ shǐyòng de lǐlùn gōngzuò huò shíyàn jìhuà, zǒngjié yánjiū de zhǔyào fāxiàn, bìng zhǐchū zhǔyào jiélùn. Shìyòng shí yīng bāokuò shìdàng de ānquán xìnxī. Zhè yīnggāi shì nín zuìhòu biānxiě de bùfèn, yǐ quèbǎo tā zhǔnquè fǎnyìng wéndàng de nèiróng.

ACKNOWLEDGEMENTS

*Individuals and organizations who helped with the research project and provided financing are thanked in a paragraph of the thesis. Do not include individual titles in the acknowledgments. However, it is appropriate to state grant numbers and sponsors. Examples include SELF, SRS, SW Grants, and so forth.*

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*First add captions to your figures. Then right-click on the example text above and select* Update Field *to update this list. Word then searches the document for your captions and automatically adds a list of figures, sorted by page number. The captions must be formatted according to the AH SW Style Guide*.

TABLE OF FIGURES

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**INTRODUCTION**

*This section includes a clear statement of the problem and the reasons for studying it. Provide a detailed yet concise background discussion of the problem and the significance, scope, and limits of the work.*

MEDIA AND LITERATURE REVIEW

*This section lays out a clear argument towards establishing your perspective on the research question at hand. To do this, you can provide a theoretical or historical literature review and/or case study analysis of works in your medium of choice (i.e. film, installation, fictional narrative, interactive media, etc.). Be sure to keep the discussion focused on precedence that directly speaks to your argument and topic. Do not include unnecessary references that are minorly relevant.*

PROCESS, MATERIALS, AND METHODS

*This section describes your response to the discussions and perspectives laid out above. For creative practice students, this section should describe your creative process, techniques and technologies applied, as well as material used to create your final outcome. For certain types of works such as digital work, games, websites, apps, etc., this section should also reflect your design process and various prototypes, user studies, play tests, etc. For film and video works, you could include discussions on narrative and story development, character design, cinematography, editing and special effects approaches, etc.*

FINAL OUTCOME

*This section should focus on clarifying and outlining your final product (i.e., a film, an art installation, a performative piece, etc.). For instance, an installation artwork would include your concept statement, description of the work, an exhibition design and rationale, as well as possible image, audio, and video documentation of the work in its finished state. Please consult with your mentor on what is suitable to discuss in this section based on your medium of choice.*

A cat lying on the floor

Description automatically generated with medium confidence*(Replace with your figure)*

Figure 1 The notorious BTC (Brandon the Cat)

REFLECTIONS

*This section is written to put the interpretation of the final outcome into the context of the original problem. Do not repeat the discussion points above or include irrelevant material. The reflection should be based on what you were able to achieve for the final outcome and could also include next step development plans for the work or research.*

REFERENCES

*Many bibliographic styles are acceptable for publications in the arts and humanities. Only for the sake of having one standard across all disciplines, you should use MLA style.*

*Purdue Owl MLA Style Guide Reference:*

[*https://owl.purdue.edu/owl/research\_and\_citation/mla\_style/mla\_style\_introduction.html*](https://owl.purdue.edu/owl/research_and_citation/mla_style/mla_style_introduction.html)

*Examples:*

Ebert, Roger. Review of An Inconvenient Truth, directed by Davis Guggenheim. Ebert Digital LLC, 1 June 2006, www.rogerebert.com/reviews/an-inconvenient-truth-2006. Accessed 15 June 2019.

Gowdy, John. "Avoiding Self-Organized Extinction: Toward a Co-Evolutionary Economics of Sustainability." International Journal of Sustainable Development and World Ecology, vol. 14, no. 1, 2007, pp. 27-36.

APPENDICES

APPENDIX A: **APPENDIX TITLE**

*For creative practice, you can include process documentation (i.e. story boards, sketches, system diagrams, etc.) that couldn’t be fully included in your Process, Materials, and Methods section, but you think valuable to include for readers of your paper.*