Chapter 5

USING PAPERS IN A DISSERTATION OR THESIS

Students, generally those in scientific fields, who plan publication of the results of their research as journal articles based on individual chapters or sections of the dissertation, very often prepare the manuscript with this idea in mind.

The Graduate School stresses the fact that, before graduation, the dissertation or thesis is your primary objective, and publication is secondary. When submitting the thesis or dissertation to the Graduate School, you must follow the Graduate School’s *Guide for Preparing Theses and Dissertations* for margins, headings, pagination, specified paper stock, and overall preparation and presentation.

However, the Graduate School does encourage students to use the scholarly journal in which they have published, or hope to publish, as a guide for discipline-specific usage. A printed journal article may serve you as a graphic guide for writing style, use of abbreviations and numbers, and reference system. For all other aspects of formatting, follow the Graduate School’s *Guide for Preparing Theses and Dissertations*.

# Acceptable Usage

If each chapter or section is complete within itself in that it treats one aspect of the several included in the total study, a general introductory chapter precedes the main body of work, with a final chapter giving total results, conclusions, and/or recommendations for further research.

The items listed below are required for all UF theses and dissertations:

• A common Table of Contents covering the entire study.

• An abstract of the complete study preceding page 1 of the main text.

• A common bibliography, list of references, or literature-cited section at the end of the text.

• All pages must be numbered in sequence--from page 1 through the biographical sketch.

# Unacceptable Usage

The following practices are not acceptable for UF theses and dissertations:

• Omission of sufficient material to tie all components together to form a completely unified whole, e.g., omission of the general introductory chapter or the conclusion chapter.

• Scientific references, bibliography, or literature-cited section at the end of each chapter.

• All-cap subheadings required by journals for rapid content identification on double-column pages.

• Beginning first-level subheadings on separate pages.

• Use of an abstract at the beginning of each chapter.

• Chapters paged individually, with 1 appearing on each new chapter or section page.

• Use of double-spacing within references and any other use obviously based on journal specifications for printing requirements not suitable for a unified dissertation or thesis presentation. For example, tables and figures cannot be grouped at the end of the thesis or dissertation. They must be integrated into the text as they are discussed or grouped at the end of the chapter in which they are first referenced.

• Inclusion of co-authored papers, except those portions and materials contributed by the student.

Material produced by co-authors should be so noted and cited appropriately. It is the supervisory committee's responsibility to insure that the dissertation or thesis reflects a sufficient level of original and scholarly work by the student.