

# **A GUIDE TO PG FORMAT FOR WRITING THESIS USING APA 6TH STYLE FOR REFERENCING**

## **Theme font**

The theme font is Times New Roman

## **Font size**

The font size is 12

The thesis should be written in double space (2.0). However, 1.5 could also be accepted.

## **Preliminary pages**

The preliminary pages shall be arranged as follows with each appearing on separate pages

### **Title page**

Sample

DETERMINATION OF HEAVY METALS IN TISSUES OF NILE TILAPIA,  
*OREOCHROMIS NILOTICUS* OF OTAMIRI RIVER, IMO STATE, NIGERIA

(Cap; bold; font size 18)

BY

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20164998008

A THESIS SUBMITTED TO THE POSTGRADUATE SCHOOL

FEDERAL UNIVERSITY OF TECHNOLOGY, OWERRI

IN PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR THE AWARD OF  
THE DEGREE (MASTER OF SCIENCE), M.Sc. IN FISHERIES AND  
AQUACULTURE

(Cap; bold; font size 16)

FEBRUARY, 2024

### **CERTIFICATION (cap, bold, Font size 14)**

This is to certify that this work “Determination of heavy metals in tissues of Nile tilapia, *Oreochromis niloticus* of Otamiri river, Imo state, Nigeria” was carried out by Amadi, John Udoka, Reg. number (20164998008) in partial fulfillment for the award of the degree of M.Sc. in Fisheries and Aquaculture in the Department of Fisheries and Aquaculture Technology of the Federal University of Technology, Owerri.

.....	.....
Supervisor	Date
.....	.....
Co-Supervisor	Date
.....	.....
Head of Department	Date
.....	.....
Dean of SAAT	Date
.....	.....
Dean, Postgraduate School	Date
.....	.....
External Supervisor	Date

### **ACKNOWLEDGEMENTS (cap, bold, font size 14, centralise)**

### **ABSTRACT (cap, bold, font size 14, centralise)**

No paragraph; no references; formulae and equations are allowed; scientific names of animals in full with common names, not more than one page. Contain background information, materials and method, results and conclusion. Not more than ten key words should appear at the bottom of the abstract.

**TABLE OF CONTENTS cap, bold, font size 14, centralise**

**LIST OF TABLES cap, bold, font size 14, centralise**

**LIST OF FIGURES cap, bold, font size 14, centralise**

**TEXT**

All the scientific names should be italicized

Font – Times New Roman

Font size – 12

Line spacing – 2.0 (double spacing)

Left margin – 3.00 cm or 1.2 inches

Right margin – 2.25 cm (approx.) or 0.9 inches

Top and bottom margins – 2.54 cm (approx.) or 1 inch

Page numbering of bottom middle (font size 12; not in box)

**CHAPTER ONE (Cap, bold, font size 14, centralise)**

**INTRODUCTION (Cap, bold, font size 14, centralise)**

1.1 Background information (bold, sentence wise, font size 12)

1.2 Problem statement (bold, sentence wise, font size 12)

1.3 Objectives (bold, sentence wise, font size 12)

1.4 Hypothesis (if any) (bold sentence wise, font size 12)

1.5 Justification of the study (bold sentence wise, font size 12)

1.6 Scope of the study (bold sentence wise, font size 12)

If the thesis pertains scientific name (binomial) the full name should be given when the name is first mentioned – *Labeo rohita*

Subsequently, the genus name should be abbreviated e.g., *L. rohita*

**In text  
(References)**

Continuous exposure to heavy metals may also result in changes in genetic composition capable of inducing biochemical alterations in different organs of fish (Ramachandiran, Prakash, Leon, Mariappan, & Manivelu, 2017). Serum biochemical parameters are important biomarker used to assess the toxicity of xenobiotic on the target organ including the general health status of a stressed organisms (Ismail & Mahboub, 2016). Ramachandiran et al. (2017) reported that heavy metals can cause biochemical dysfunction in different organs of fish. Ismail and Mahboub (2016) noted that general health status of fish can be known using biomarker including serum biochemistry.

**NB:** ‘&’ is always written inside the parenthesis while ‘**and**’ is written outside the parenthesis

**NB:** ‘**et al**’ is not in **italics**

## **TABLES, FIGURES and PLATES**

This is to be inserted on the first page after referring to the same

Table – one per page (portrait or landscape); caption should be written above the table; left justified (no dot at the end); point variable as per requirements

Figures – Black and white or colour; landscape or portrait; caption should be written below the figure

Portrait or landscape depending on requirements

Size – postcard for landscape; two per page

Cabinet for portrait; one per page

Caption should be below the plate

Centralized; on the left-hand side page

## **CHAPTER TWO**

### **LITERATURE REVIEW**

**(Cap, bold; font size 14; centralized)**

This may be broken up into subheadings as deemed appropriate

**CHAPTER THREE**  
**MATERIALS AND METHODS**  
**(Cap, bold; font size 14; centralized)**

**3.1 Study area (applicable for field work only)**

**3.2 Fish sampling**

**3.3 Determination of heavy metals in fish tissues**

**3.4 Statistical analyses** (all should be bold, sentence case)

NB: The sub chapters are flexible and may vary according to the nature of study.

## **CHAPTER FOUR**

### **RESULTS AND DISCUSSION**

**(Cap, bold; font size 14; centralized)**

NB: The result consists of sub headings which may vary according to the nature of the study

#### **4.1 Results**

#### **4.2 Discussion**



## **CHAPTER FIVE**

### **CONCLUSION AND RECOMMENDATION**

#### **5.1 Conclusion**

#### **5.2 Recommendation**

## REFERENCES

### APPENDICES (if any)

(Cap, bold; font size 14; centralized)

#### APA 6<sup>th</sup> style of referencing

APA means The American Psychological Association

**APA 6th style of referencing** is an author-date in-text method of citation

#### 1. In-text citations

##### One author

Parenthetical citation: (Amadi, 2024)

Narrative citation: Amadi (2024)

##### Two authors

Parenthetical citation: The effects of .... (Amadi & Uzoma, 2024)

Narrative citation: Amadi and Uzoma (2024) found that.....

NB: ‘&’ is always written inside the parenthesis while ‘**and**’ is written outside the parenthesis

##### Three to five authors

##### First citations

Parenthetical citation: The authors reported..... (Amadi, Uzoma, Nnodi, Ajaero & Onyeukwu, 2024)

Narrative citation: Amadi, Uzoma, Nnodi, Ajaero and Onyeukwu (2024) noted that.....

##### In subsequent citations

Parenthetical citation: The authors reported..... (Amadi et al., 2024)

Narrative citation: Amadi et al. (2024)

NB: ‘**et al**’ is not in *italics*

##### More than five authors

Use only the first author's last name followed by "et al." in the text or parentheses.  
e.g., (Amadi et al., 2024)  
Amadi et al. (2024)

##### More than one source

List sources **alphabetically by surname** in the in-text citation in the order in which they will appear in the reference list, separating them with a semicolon.

Example: Many authors have documented the effects of heavy metals on fish (Amadi et al., 2024; Anene & Ugwu, 2022; Nnodi & Mba, 2020; Onyeukwu et al., 2019; Uzoma & Eke, 2018).

NB: In all, no initial was attached to the surname of all the authors. Therefore, it is only the surnames that are cited in the text.

## 2. Reference list

- Include only references you have cited in your work.
- All references should be listed in alphabetically by the last name or surname of the first author of each work.

## 3. Special cases:

i). For works by different authors with the same family name, list references alphabetically by the authors' initials.

Example Amadi, C.A (1999)

Amadi, M. T. (1995)

ii). For multiple works by the same author in different years, list references chronologically (earliest to latest).

Okeke, B. A. (1999)

Okeke, B. A. (2005)

Okeke, B. A. (2013) etc.,

For multiple works by the same author in the same year, list references alphabetically by title (a letter) in the reference list.

Okonkwo, C.T. (2022a)

Okonkwo, C.T. (2022b)

Okonkwo, C.T. (2022c) etc.,

When referring to Books, Book Chapters, Article Titles or Webpages, capitalise only the first letter of the first word of a title and subtitle, and proper nouns and italicise

Example: *Morphology and physiology of living organisms or Sustainability of education in Nigeria.*

When referring to Journal Titles, capitalise all major words (do not capitalise words such as 'of', 'and', & 'the' unless they are the first word in the title) and italicise. The name of the journal should be written in full.

Example: *Journal of Aquatic Sciences; Journal of Aquatic Animal Health.*

## Examples of how to reference different sources

### Books

#### One author

Ugwuoke, A. O. (2012). *Morphology and physiology of living organisms*. Joebest Publishers, Enugu, Nigeria.

## **Multiple authors**

Nwamba, H. O., Amulu, P.E., Njom, V. S., & Sowunmi, K. O. (2010). *General biology of invertebrates*. Hedin Press Enugu, Nigeria

## **Society, association, or institution as author and publisher:**

American Psychiatric Association. (1980). *Diagnostic and statistical manual of mental disorders* (3rd ed.). Washington, D.C.

## **Editor or compiler as author:**

Rich, J. M. (Ed.). (1972). *Readings in the philosophy of education* (2nd ed.). Belmont, CA: Wadsworth.

## **Chapter, essay, or article by one author in a book or encyclopedia edited by another:**

Medley, D. M. (1983). Teacher effectiveness. In H. E. Mitzel (Ed.), *Encyclopedia of educational research* (Vol. 4, pp. 1894-1903). New York: The Free Press.

## **Journal Articles**

### **One author**

Sweilum, M. A. (2006). Effect of sublethal toxicity of some pesticides on growth parameters, haematological properties and total production of Nile tilapia, *Oreochromis niloticus* and water quality of ponds. *Aquaculture Research*, 37, 1079–1089.

### **Multiple authors**

Ajima, M.N.O., Nnodi, P.C., Ogo, O.A., Adaka, G.S., Osuigwe, D.I., & Njoku, D. C. (2015). Bioaccumulation of heavy metals in Mbaa River and the impact on aquatic ecosystem. *Environmental Monitoring and Assessment*, 187, 768-776.

### **Conference paper**

Suja, C. P. (2014). In-vitro Nacre formation in green mussel, *Perna viridis*. In J.K. Jena (Ed) (2014). *Proceedings of the 10<sup>th</sup> Indian Fisheries and Aquaculture forum and 5<sup>th</sup> global symposium in Aquaculture and Fisheries*, 12-15 November, 2014 (pp 234-236) Lucknow, India.