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Write in Style:

APA

Guide for Theses

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PREFACE

This handbook was created by the instructors working at Yeditepe University Writing Center, Istanbul. The purpose of this supplementary material is to guide students of Social Sciences who are expected to follow the conventions of APA style in their dissertations. Following this aim, this material based its content on the Sixth Edition of Publication Manual of the American Psychological Association.

The handbook was intended to look like a dissertation with all its sections and format. This is the reason why all sections of the thesis and examples to them appear on A4-sized-pages. The headings, boldface feature, mechanics, and margins mimic an original thesis in the aim of making this material user-friendly. Additional notes and guidelines were added in the form of text-boxes with bigger font-sizes than the standard 12 to provide further explanation regarding the relevant section.

The authors of this handbook wish all the dissertation writers good luck and joy along the process of writing their dissertations.

Ece SEVGİ

Sermin GÜLERER

Hakan ŞENTÜRK

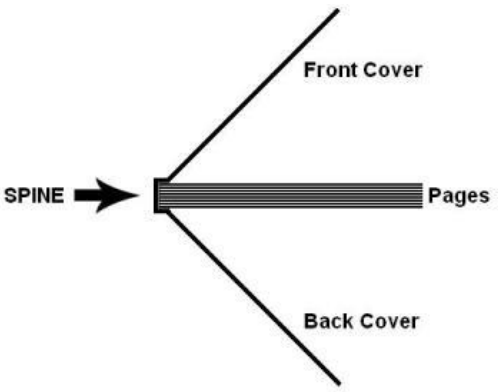
[DISSERTATION TITLE]

[YOUR NAME]

[THE LAST MONTH OF THE ACADEMIC TERM YOU PLAN TO GRADUATE],

[YEAR]

This is the Cover Page

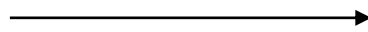


This is the Spine of your thesis

An example Spine

[INITIAL(S) OF YOUR FIRST NAME]. [YOUR SURNAME] [UNIVERSITY] [YEAR]

A.R. DEMIRDÖVEN
YEDİTEPE UNIVERSITY



[DISSERTATION TITLE]

BY

[YOUR NAME]

DISSERTATION SUBMITTED IN PARTIAL FULFILLMENT
OF THE REQUIREMENTS FOR THE DEGREE OF
[YOUR DEGREE EG. BA, BSC, MA, MD, PHD, ETC.]

IN

[NAME OF THE DEPARTMENT]

[NAME OF THE UNIVERSITY][THE LAST MONTH OF THE ACADEMIC TERM
YOU PLAN TO GRADUATE], [YEAR]

This is the Title Page

THE JOY OF WRITING A DISSERTATION IN APA STYLE THROUGH THE EYES
OF A SOCIAL SCIENCE STUDENT: AN ANALYSIS

BY

ALİ RIZA DEMİRDÖVEN

An example Title Page

DISSERTATION SUBMITTED IN PARTIAL FULFILLMENT
OF THE REQUIREMENTS FOR THE DEGREE OF DOCTOR OF PHILISOPHY
IN
DEPARTMENT OF ENGLISH LANGUAGE TEACHING

YEDİTEPE UNIVERSITY

JUNE, 2015

Approval of the [Name of the Department]

[Title and Name]
Director / Dean

I certify that this thesis satisfies all the requirements as a thesis for the degree of Master
Head of Department

This is to certify that we have read this thesis and that in our opinion it is fully adequate,
in scope and quality, as a thesis for the degree of [Master of Science/Arts/Doctor of
Philosophy].

[Title and Name]
Co-Supervisor

[Title and Name]
Supervisor

Examining Committee Members

[Title and name of the chair]	[Affiliation]	_____
[Title and name of the supervisor]	[Affiliation]	_____
[Title and name of the c. member]	[Affiliation]	_____
[Title and name of the c. member]	[Affiliation]	_____
[Title and name of the c. member]	[Affiliation]	_____

This is the Approval Page

This is the Plagiarism Page

I hereby declare that all information in this document has been obtained and presented in accordance with academic rules and ethical conduct. I also declare that, as required by these rules and conduct, I have fully cited and referenced all material and results that are not original to this work.

Name, Last name :

Signature :

ABSTRACT

2,54 cm

The Abstract starts with an indented paragraph, but there are not any other paragraph breaks following it. It should be written in one page and answer the following questions: a) description and importance of the research problem; b) identification of the purpose and theoretical foundations; c) summary of the key research question(s); d) brief description of research design, methodology, and analysis of the results; e) identification of key results; f) statement of the importance of this research.

Key words: Include a few key nouns that would best summarize your research.

3,81 cm

2,54 cm

**Double-spaced,
Times New Roman,
12 font size**

2,54 cm

On this page, you will rewrite the abstract following the same format, but this time in the official language of the country where the thesis is being defended.

This page is necessary and valid only for universities that offer second-language medium education.

This is a Dedication Page you may want to include if you want to dedicate your work. It is optional. A sample note of dedication might look like this one (Humor alert—avoid direct copying).



To my wife Marganit
and my children Ella Rose and Daniel Adam
without whom this dissertation would have
been completed two years earlier.

ACKNOWLEDGMENTS

The author wishes to express her deepest gratitude to her supervisor [Title] [Name] and co-supervisor [Title] [Name] for their guidance, encouragement and feedback throughout the research.

The assistance and proofreading of [names] are gratefully acknowledged.

This study was supported by [Name of your sponsor] with a Grant Number[grant number].



This is another optional page to thank the colleagues and other people who have helped you along your work and academic career.

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LIST OF TABLES

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Figure 2.2 Figure captionp. #
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1. INTRODUCTION

1.1. Background

Begin text here. This is the section where the problem under investigation is explained in detail. This section provides theoretical support for the investigation of the problem. Therefore, it often refers to literature. APA Style offers many forms of extracting and including information from other sources. Paraphrasing is one of them. Summarizing, and using quotations are the others. The following is an example of a block quote:

Here is an example of a block quote. This type of quotation is used when the cited work is not paraphrased and exceeds the limit of 40 words. The quotes that count less than 40 words are not indented as a separate paragraph. Instead, they take place in the narrative. Both types of direct quotations are followed by the following information. (Author, date, p. #)

Please keep in mind that it is not encouraged to use block quotes and direct citations multiple times in any academic work unless it is impossible to change and paraphrase the original statement. Instead, summarizing¹ the original work in your own words is preferred.

This is an example of a footnote. All the additional information goes to footnotes. This may include definitions, information about an author, etc. Footnotes are written in New Roman, 10 pt.

Summarizing: Giving brief statement of the main points of something.

2. LITERATURE REVIEW

Insert the text of your literature review here. In this section, relevant scholarship is reviewed. The difference of the current work from previous research is reported. Specific hypothesis are formed. How the hypothesis and research design relate to one-another is mentioned.

Keep in mind that literature is reported in past tense, as in Schmidt (1990) argued, not Schmidt (1990) argues (see App. C for in-text citations in APA style).

1. In the body of your paper, use this format when presenting information as a vertical list.
2. When the order of the items in the list is important, use a numbered list. Use a bulleted vertical list when you do not need to indicate a certain order or chronology.
 - This is an example of a bulleted list.
 - It follows the same format as for a numbered list, with the bullet point indented the same as a paragraph indent.

3. RESEARCH METHOD

Level- 1
Heading

Discuss your research method here. This section includes information about:

3.1. Participants (selection and profile of the participants, sampling procedures).

This is an example of an APA Style Level 2 Heading. The manuscript follows the heading with an indented paragraph. If there is a subsection here, its title is written in the style of a Level 3 heading, which is as follows.

3.1.1. Background of the participants

3.1.2. Selection of the participants

Level-3
Heading

3.2. Research Design (Method and description of the process).

3.3. Results (Statistical and qualitative methods used for data analyses).

Please see the difference between level 3 and level 2 headings.

Level 2 Heading is Aligned Left, and Involves Upper-case and Lowercase Letters;

Level 3 heading is indented, and involves lowercase letters only.

(See Appendix A for a list of Level headings).

Level-2 Heading

4. RESULTS

Present your results here.

This is an example of a table in APA style (see Table 4.1).

Table 4.1.

A Sample Table Showing Correct Formatting

	Column A	Column B	Column C	Column D
Row 1				
Row 2				
Row 3				
Row 4				

Note. From "Attitudes Toward Dissertation Editors," by W. Student, 2008, *Journal of Academic Optimism*, 98, p. 11. Reprinted with permission.

Number
of the
Section

Number
of the
Table

This is an example of a figure labeled in APA style. Note that the label is placed under the figure itself. As with tables, refer to the figure by number in the narrative text preceding the placement of the figure (see Figure 4.1).

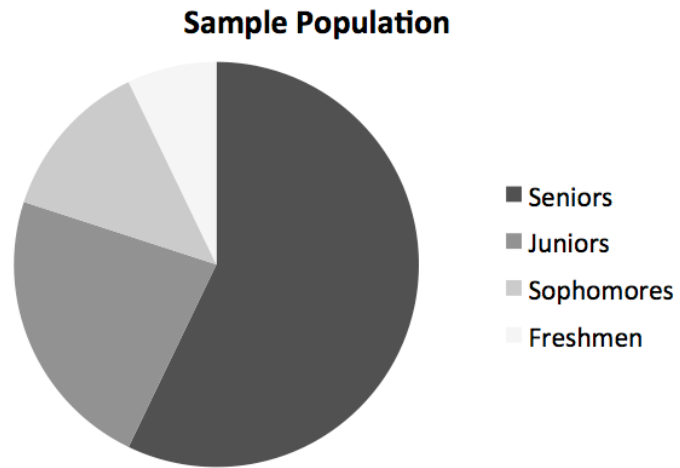


Figure 4.1. This is a sample of a figure caption. Here, you give explanations to the figure if necessary. Relevant references are also mentioned here.

5. DISCUSSION

Insert your summary, conclusions, and recommendations here.

REFERENCES

- Baddeley, A. (1992). Working memory. *Science*, 255 (5044), 556-559. **(Example of a journal article with one author)**
- Bentley, M., Peerenboom, C. A., Hodge, F. W., Passano, E. B., Warren, H. C., & Washburn, M. F. (1929). Instructions in regard to preparation of manuscript. *Psychological Bulletin*, 26(2), 57. **(Example of a journal article with multiple authors)**
- Jones, J. M., Anderson, J. W., & Tukey, R. H. (2000). Using the metabolism of PAHs in a human cell line to characterize environmental samples. *Environmental toxicology and pharmacology*, 8(2), 119-126. doi:10.1016/S1382-6689(00)00033-8 **(Example of an Article from an Online Periodical with DOI)**
- Jones, L. V., & Tukey, J. W. (2000). A sensible formulation of the significance test. *Psychological methods*, 5(4), 411. Retrieved from <http://psycnet.apa.org/journals/met/5/4/411/> **(Example of an Article from an Online Periodical without DOI)**
- Merriam-Webster's collegiate dictionary* (11th ed.). (2005). Springfield, MA: Merriam Webster. **(Example of Unknown Author)**
- Murray, C. J., & Lopez, A. D. (1996). *Global burden of disease*. Cambridge, MA: Harvard University Press. **(Example of Basic Format for Books)**
- National Lesbian and Gay Journalists Association. (2005). *Stylebook supplement on lesbian, gay, bisexual and transgender terminology*. Retrieved from <http://www.nlgja.org/files/NLGJASylebook0712.pdf> **(Example of Organization as Author)**
- Perrett, G. (1990). The language testing interview: A reappraisal. In J. H. de Jong and D. K. Stevenson (eds.), *Individualizing the assessment of language abilities* (pp. 225-38). Philadelphia, Multilingual Matters. **(Example of an Article or Chapter in an Edited Book)**
- Petosa, P. S. (1994). *Use of social cognitive theory to explain exercise behavior among adults*. Published Dissertation: The Ohio State University, School of Education, Columbus, OH; 1993 Dissertation Abstracts International: Section B: The Sciences and Engineering, 54(8-B), 4103. **(Example of a Dissertation, Published)**
- Pilkington, A., & Majumdar, A. (2014). *EMQs for the MRCOG Part 2*. Cambridge University Press. Retrieved from <http://www.ebooks.com/1754968/emqs-for-the-mrcog-part-2/pilkington-andrea-majumdar-amitabha/> **(Example of an Electronic Book)**
- U.S. Copyright Office. (1981). *Circular R1: Copyright basics* (Publication No.341 – 279/106). Washington, DC: Government Printing Office. **(Example of a Government Document)**

Waddell, J. (1998). *Sibling relationship as a moderating factor for children who have witnessed family violence*. (Unpublished dissertation). York University, Canada. **(Example of a Dissertation, Unpublished)**

Zombie. (n.d.). In *Cambridge Online Dictionary*. Retrieved from <http://dictionary.cambridge.org/dictionary/british/zombie> **(Example of Online Encyclopedias and Dictionaries)**

More on references:
• The golden rule is to put the references in alphabetical order.
• Pay attention to indentation.
• Pay special attention to italics, capitalization, and punctuation.
• The <i>Publication Manual of the American Psychological Association, Sixth Edition</i> , Chapter 7, includes numerous examples of reference list entries. For more information on references or APA style, consult the APA website. (http://www.apastyle.org/learn/faqs/index.aspx).

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Appendix A: Levels of Headings in APA Style

Insert appendix here. Label your appendices as Appendix A, Appendix B, and so forth.

Level of heading	Format
1	Centered, Boldface, Uppercase and Lowercase Heading
2	Flush Left, Boldface, Uppercase and Lowercase Heading
3	Indented, boldface, lowercase paragraph
4	<p>heading, ending with a period. <i>Indented, boldface, italicized lowercase</i></p> <p><i>paragraph heading, ending with a period.</i></p>
5	<p><i>Indented, italicized, lowercase paragraph heading, ending with a period.</i></p>

Appendix B: Sample List of Symbols / Abbreviations

- CI -- confidence interval
- d – sample effect size (Cohen)
- g -- effect size (Hedges)
- LR -- likelihood ratio
- M – mean
 - adj M – least squares means, aka “adjusted means,” from ANCOV
- Mdn -- median
- N -- total sample size
- n -- subsample size
- OR – odds ratio
- r_s -- Spearman rho
- s – sample standard deviation [denominator $\sqrt{n - 1}$]
- S^2 – sample variance with denominator n
- s^2 – sample variance with denominator $\sqrt{n - 1}$
- SD -- standard deviation
- SEM -- standard error of the mean
- SEM -- structural equation modeling (no italics)
- V – Cramer’s phi
- δ -- Cohen’s d (parameter) or the noncentrality parameter
- Φ -- phi coefficient

Appendix C: In-text Citations in APA Style

	First citation	Subsequent citations	First citation, parenthetical format	Subsequent citations, parenthetical format
One author	Field (2005)	Field (2005)	(Field, 2005)	(Field, 2005)
Two authors	Gass and Varonis (1984)	Gass and Varonis (1984)	(Gass & Varonis, 1984)	(Gass & Varonis, 1984)
Three authors	Munro, Derwing, and Sato (2006)	Munro et al. (2006)	(Munro, Derwing, & Sato, 2006)	(Munro et al., 2006)
Four authors	Tremblay, Richer, Lachance, and Cote (2010)	Tremblay et al. (2010)	(Tremblay, Richer, Lachance, & Cote, 2010)	(Tremblay et al., 2010)
Five authors	Hay, Elias, Fielding-Barnsley, Homel, and Freiberg (2007)	Hay et al. (2007)	(Hay, Elias, Fielding-Barnsley, Homel, & Freiberg, 2007)	(Hay et al., 2007)
Six or more authors	Norris-Shortle et al. (2006)	Norris-Shortle et al. (2006)	(Norris-Shortle et al., 2006)	(Norris-Shortle et al., 2006)

Appendix D: Curriculum Vitae

Another optional but useful page.