

Manuscript Style Thesis Requirements

Objectives of a Manuscript Style Thesis

A manuscript style thesis has the dual purpose of:

- a) serving as an official document that provides a detailed and comprehensive description of a research project(s) appropriate for oral defense, and
- b) generating a manuscript(s) suitable for peer-reviewed publication

Requirements

These requirements are relevant to both Master's and Doctoral Thesis Documents. Please note page length requirements exclude pages for reference lists.

Thesis Abstract

Length: 350 word maximum (in accordance with School of Graduate Studies requirements)

Content Expectations:

- the thesis abstract should reflect the content of all manuscripts included in the thesis
- it should be written in **lay terms** such that a general academic audience could read and understand the content. This is similar to expectations set for Tri- Council funding agency applications.

Co-Authorship Statement

This statement is essential for all manuscript style theses. For each manuscript, the student's role in the following research activities must be outlined clearly:

- conception and design of the research undertaken
- acquisition of data
- analysis and interpretation of data
- drafting of the manuscript
- critical revision of the manuscript for important intellectual content

At the time of thesis submission, the student's contribution to each manuscript must warrant first authorship such that the student has made substantial contributions to a) the conception and design, acquisition of data, and/or analysis and interpretation of data and 2) the preparation of the manuscript. These requirements are adapted from the authorship criteria outlined by the International Committee of Medical Journal Editors. <http://www.icmje.org/#author>

For sections of the thesis that are not prepared for submission as a manuscript (e.g., General Introduction), it is expected that the student will be the primary author. Supervisors will only offer editorial feedback and will not write any component of these sections.

General Introduction Length: 2-5 pages Content:

- Brief overview conveying essential background information
- Thesis objectives
- Thesis hypotheses (if relevant)

Literature Review Length: 15-30 pages Content:

- A comprehensive and critical review of relevant literature identifying strengths, gaps, and limitations in extant research
- The literature review should build an argument for the entire body of work covered in the thesis (i.e., rationale for **all** manuscripts described in the thesis).

Manuscript

- A required number of manuscripts for a Master's Thesis or Doctoral Dissertation is up to the discretion of the student's advisory committee.
- Manuscripts may appear in their final edited form in the thesis. However, the contribution of the student to each of the theses edited manuscripts must be clearly stated in the Co-Authorship Statement
- The status of the manuscript (e.g., in press, in preparation) should be noted on the cover page of the manuscript. Providing the citation for the paper best conveys this information.
- The manuscript format should adhere to the School of Graduate Studies thesis formatting regulations (i.e., figures and tables should be embedded in the text rather than appended at the end of the manuscript).
- Additional Notes:
 - It is understood that there may be overlap between sections of the manuscript and the other thesis chapters (e.g., the manuscript introduction and discussion may overlap with the thesis literature review and general discussion)

General Discussion

- Length: 4-8 pages
- Content:
 - An integrated summary of the key findings from the body of work (i.e., all manuscripts included in the thesis)
 - Strengths of the thesis work
 - Limitations of the thesis work
 - Contributions of the thesis work to the field of study and/or practice
 - Directions for future research
 - Suitability of Research for a Master's Thesis/Doctoral Dissertation (this section is optional but strongly encouraged).
- This section is especially useful in the case of co-authored manuscripts. It allows the student to convey to examiners that he/she has gained the expertise and skills expected of a successful Master's or Doctoral candidate.

References

References may be notated in the relevant section or may be listed at the end as a section. Discuss the preferred method with your graduate supervisor.

Appendices

Appendix A is required and must provide a statement identifying one of the following: i) no significant changes from the approved thesis proposal occurred; ii) significant changes from the originally proposed thesis occurred and these changes were documented via thesis proposal amendment forms; iii) significant changes from the originally proposed thesis occurred* however they were not documented via the thesis proposal amendment form process. **Date of thesis proposal****: month/year.

All thesis proposal amendment forms submitted to the thesis advisory committee (if any) must be included in Appendix A. If the student had an additional committee meeting as a result of thesis amendment form submission, the resulting Thesis Proposal Meeting form (“additional meeting” condition circled) must also be included as a part of Appendix A. These forms should be organized in chronological order, ending with the most recent. If desired/appropriate, the student may also choose to include a description and discussion of changes from the original proposal in the general discussion chapter of the thesis in order to provide additional context; also referring the reader to Appendix A.

* if significant changes from the approved proposal occurred and are not summarized in included proposal amendment forms (because these forms did not exist at the time of the changes or for other reasons), the student should briefly describe these changes in Appendix A.

**If the thesis proposal occurred prior to September 2019 it is understood that the thesis proposal amendment form process was not in place at that time.

The content and length of the remaining Appendices will vary within reason according to the nature of the research and the discretion of the supervisor. The student may benefit from consulting with the Thesis Advisory Committee.

Raw data and statistical output are not required but may be included.

Appendices must include:

- Thesis Advisory Committee / Thesis Proposal Amendment Form where the thesis has changed significantly from the original thesis proposal

Appendices may include:

- Ethics materials (e.g., letter of approval, consent form)
- Questionnaires
- Supplemental methodological information not included in a manuscript
- Supplemental results