

Thesis: Structure & Organization for Graduate Students

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What are some common challenges experienced by writers of theses / dissertations?

Common responses from graduate students in prior presentations



This presentation will explore strategies for:

- Organizing the Thesis
- Managing the Thesis-Writing Process

Organizing the Thesis – Models

- Talk to your advisor / department
- Look in UofM Libraries' *MSpace*

<http://mspace.lib.umanitoba.ca/index.jsp>

- Check out *Theses Canada*

<https://www.bac-lac.gc.ca/eng/services/theses/Pages/search.aspx>

Organizing the Thesis – Models: Look for . . .

- Structure / Organization
 - Chapters (order, length, content)
 - Headings, sections
- Scope
 - How have others chosen to limit their projects
- Secondary Sources
 - What kinds of sources? Within the field? Interdisciplinary?
- Scholarly context
 - How do others position their work within the broader scholarship?
 - How do they (effectively) show their engagement with the field?
 - *what phrases signal participation in the scholarly conversation?*



MSpace Home

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Author

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Refine to search for an exact phrase

Search

Search:

All of MSpace

"community health sciences"

Add filters

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1 2 3 4 ... 355 Next Page

Practices of **community health** nurses related to **health** advice given to caregivers of infant

This study examined the oral **health** knowledge of rural, northern and urban

Community health assessment through an income-related **health** equity lens: a retrospective case study of three regional **health** authorities in Manitoba

Community Health Assessment (CHA) is a legislated process in Manitoba, Canada, which provides an overview of **health** in each Regional **Health** Authority (RHA). This process is important for operational and strategic planning, and provides...

Lemaire, Jacqueline

(2018)

and what practices in oral

(2017)

Discover

Author

- cooper, elizabeth (3)
- katz, alan (3)
- kimani, joshua (3)
- lix, lisa m (3)
- yu, bo nancy (3)
- aubry, tim d. (2)
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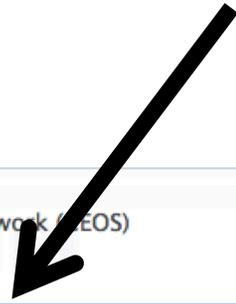
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Search

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- Faculty of Health Sciences
- Manitoba Historical Pamphlet Collection
- Research Publications from other Manitoba institutions
- Research Publications from University of Manitoba Researchers
- University of Manitoba User Experience Assessment Data



Discover

Author

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- katz, alan (3)
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Subject

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- 1863 - 1899 (1)

Has File(s)

- Yes (3544)

Practices of **community health** nurses related to oral **health** advice given to caregivers of infants and children Coutu, Jennifer (2018)

This study examined the oral **health** knowledge of **community health** nurses in Manitoba and what oral **health** advice is given to the caregivers of infants and children. In addition, the differences in oral **health** knowledge of rural, northern and urban...

Community health assessment through an income-related **health** equity lens: a retrospective case study of three regional **health** authorities in Manitoba Lemaire, Jacqueline (2017)

Community Health Assessment (CHA) is a legislated process in Manitoba, Canada, which provides an overview of **health** in each Regional **Health** Authority (RHA). This process is important for operational and strategic planning, and provides...

Search

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1 2 3 4 . . . 48 Next Page 

	Haworth-Brockman, Margaret J	(2013-04-03)
Gender, deprivation and health in Winnipeg		
Understanding the meaning of the head and neck cancer patients' oral/dental lived experiences	Mackay, Deanna	(2018)
Tuberculosis prevention, diagnosis, and care in Manitoba, 2008-2010: a performance analysis	Basham, C. Andrew	(2016)

Discover

Author

- bowen, sarah j. (2)
- chartier, mariette j. (2)
- cohen, benita esther (2)
- cui, yang (2)
- erickson, julie (2)
- finlayson, marcia. (2)
- jolly, ann (2)
- leclair, leanne (2)
- marchessault, gail d. m. (2)
- martens, patricia j. (2)
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Subject

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- epidemiology (11)
- canada (9)
- epidemiology (9)
- older adults (9)
- aging (7)
- health (7)
- aging (6)
- first nations (6)
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"community health sciences" shooshtari

Add filters

Refine to search by
topic/department
and advisor

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Characteristics that determine complete physical examination rates in Manitobans with an intellectual or developmental disability: a retrospective cohort study	Ratnayake, Iresha	(2017)
A population-based comparative study of health and health care utilization of Manitoba children in care with and without developmental disabilities	Heinrichs, Dustin	(2015)
Hepatitis B vaccination coverage among foreign-born Canadians: data from the community health measures survey	Gunaratna, Hasantha	(2018)

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Author

- abraham, sneha (1)
- bhojwani, dimple (1)
- bombak, andrea elaine (1)
- chizari, hanieh (1)
- chowdhury, nasrin ahosan (1)
- craig, bethany (1)
- cui, yang (1)
- ... View More

Subject

- older adults (3)
- canada (2)
- canadian longitudinal study on aging (2)
- developmental disability (2)
- health service utilization (2)
- income (2)
- intellectual disability (2)
- ... View More

Department

- community health sciences (14)
- psychology (10)
- family social sciences (7)
- anthropology (1)
- applied health sciences (1)
- college of rehabilitation sciences (1)
- disability studies (1)
- ... View More

Date Issued

2000 - 2020 (37)

Sample master's thesis table of contents

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Most thesis and dissertation proposals include an introduction and a review of relevant studies on the topic. Most also include a formal or informal explanation of the methodology that will be used. In the social sciences, these three elements are typically presented as separate chapters. Notice the specific elements that are included in each chapter.

Sample master's thesis table of contents

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Notice how this thesis combines the introduction and lit review into a single chapter, which is common in some fields, especially in the physical and biological/medical sciences.

Sample doctoral dissertation table of contents

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Notice the increased length of chapters in a doctoral dissertation.

Once you have reviewed a few sample theses, you might find it helpful to sketch out a draft table of contents, which you may want to discuss with your advisor.

Acknowledgements.....	
Abstract	
List of Tables	
List of Figures.....	
Chapter I: Introduction.....	(8 - 10 pages)
Chapter II: Literature Review.....	(25 - 35 pages)
Introduction.....	
Discussion.....	
Chapter III: Methods (and Materials?).....	(10 - 40 pages)
Experimental Design.....	
Sampling.....	
Measures of response.....	
Data Analysis.....	
Chapter IV: Results.....	(30 - 80 pages)
Sampling.....	
Responses.....	
Chapter V: Discussion	(10 - 30 pages)
Effects of Treatments.....	
Chapter VI: Conclusion	(4 - 8 pages)
References.....	

Self-Management & Writing: Making Progress!

Pause and think for a moment: What do *you* do

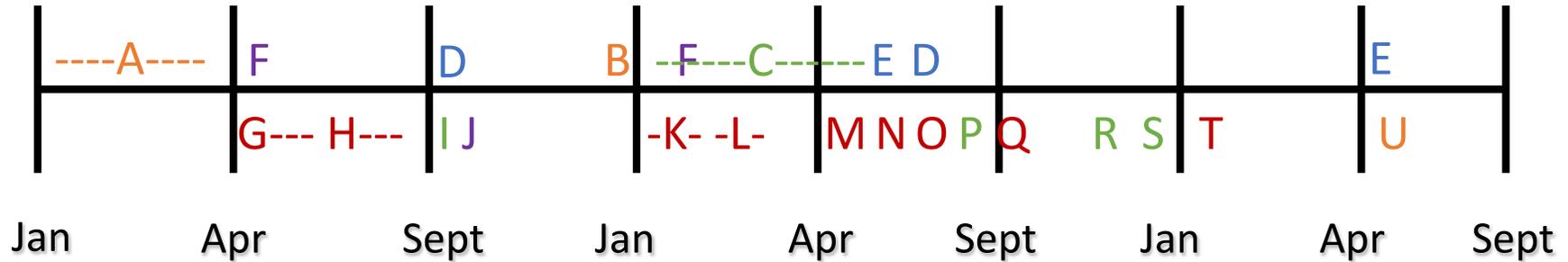
- to get started?
- to work through/past/around obstacles?
- to keep moving forward?

Common responses from graduate students in prior presentations



You might find it helpful to create a timeline with important dates and deadlines.

Self-Management & Writing: Making Progress!



A – Course

B – Student away

C – Advisor away

D – Conference CFP

E – Conference

F – Grant Application

G – Literature review

H – Thesis proposal

I – Thesis defense

J – REB submission

K – Data collection

L – Data analysis

M – Results chapter

N – Discussion chapter

O – Figure preparation

P – Chapter(s) to advisor

Q – Revisions

R – Thesis to committee

S – Thesis defense

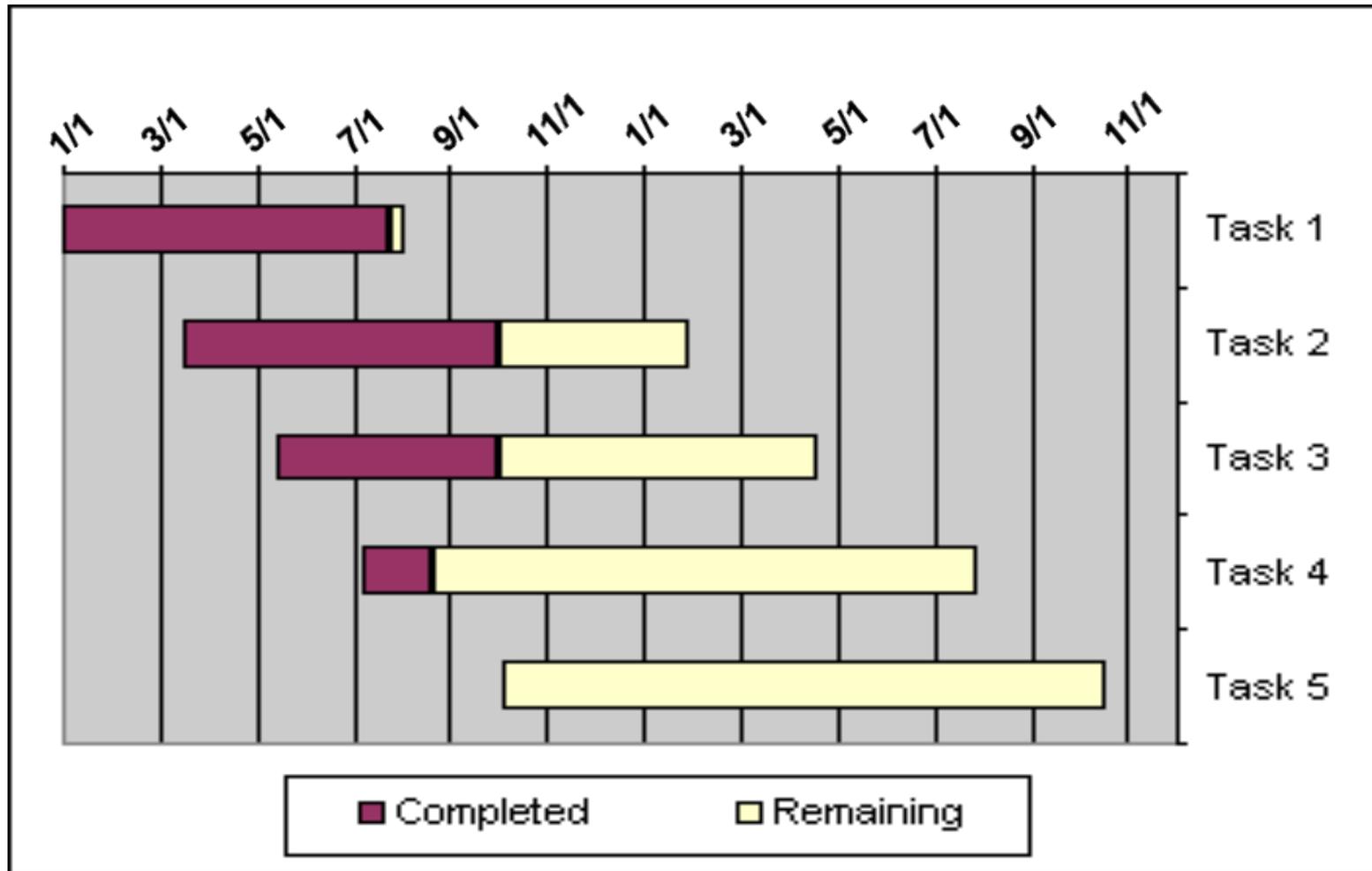
T – Submission to FGS

U – Convocation

Name	Description	Status	Term	Amount	Location	Deadline	Ad. source	Further info.
ASECS – Kolb Trav. Fell	younger 18c scholars inc. "adv doct. cand"	"doct. can."	TRAVEL	\$500	us/intl TRAVEL	01.01	ASECS	
ASECS – Williams Trav	18c English LIT. – documentary research	diss	TRAVEL	\$700	TRAVEL	01.01	ASECS	
ASECS – Popkin Travel	travel to collections	open	TRAVEL	\$250	us/intl TRAVEL	01.01	ASECS	
Penn. Hist & Mus Comm "Scholars in Residence"	PA Historical & Museum Commission mss. & artifact collection	open	1 – 3 mo.	1,500 / mo	Harrisburg, PA	01.16	OAH 29:4	phmc.state.pa.us
AAS: K&H Peterson Fel.	strong AAS holdings	"doct. cand."	1 - 3 mo.	1,000 / mo.	Worcester, MA	01.15	US #111	csloat@mwa.org
Harvard Atlantic World	short-term research for archival research	"adv. doct"	unspec.	2000-2500	OPEN	01.15	AHA #?	pdenault@fas.harvard.edu fas.harvard.edu/~atlantic
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John Carter Brown Lib. include. Ekstrom Fell. & Ctr. NewWrld Comp	short-term Research Fell. -- Lib. holdings Ek: "cultural influ. on gender formation" Comp: "definite comparative dimensions"	exams by 1/15	2 - 4 mo.	1,400 / mo.	Providence, RI	01.15	JCBL 7/03	jcbl.org
U. of Michigan Library Price Visiting Res. Fell	research grants for UofM collections (specialization: 16 th – 19 th c. America)		1 wk +	500	Ann Arbor, MI	01.15	OAH 29:4	clements.umich.edu
Winterthur Museum	diss. and short-term fellowships (art/mat.)	"doct. cand."	1 – 3 mo	1,500 / mo	Winterthur, DE	01.15	P 39:6	winterthur.org
Yale U. Walpole Lib.	18c Brit prints, drawings, mss, bks. paintings (largest coll. outside Brit. Mus.	open	1 mo.	1,800 / mo	Farmington, CT	01.15	IRIS	www.library.yale.edu/Walpole/fellowsh.htm
Princeton U. Lib Vis. Fell	Eng/Am hx, lit, mss, theater, arts	open	1 mo.	2,500	Princeton, NJ	01.15	IRIS	libweb.princeton.edu
IHR Mellon Fell.	original sources - humanities, UK archives	PRE-DISS	≤ 2 mo.	3,000	UK	01.17	email	ihr.ac.uk
Harvard Houghton Lib	research on unique materials of Houghton	"ABD grad"	1 mo.	2,500	Boston	01.17	IRIS	hcl.harvard.edu/houghton/
Newberry: ASECS Fell	Newberry collections 1660-1815	"doct. cand"	unspec.	1,200 / mo.	Chicago, IL	01.20	US #111	newberry.org
Newberry: Wolfenbüttel	use of both library collections -- for applicants of other Newberry fell's	"doct. cand"	unspec.	2000DM / mo + travel	Wolfenbüttel, Germany	01.20	US #111	newberry.org
Newberry: Ec. d. Chartes	grad. studies at Ecole Nat. des Chartes		3 - 12 mo	unspec.	Paris, France	01.20	US #111	newberry.org
Newberry longterm (Spencer, Kade)	research in residence		6-11 mo.	unspec.	Chicago, IL	01.21	Pers. 40:1	newberry.org
Louisville Inst. (LPTS)	Am. relig. life, relig. institutions	cand.	12 mo.	18,000	anywhere	01.31	IRIS	louisville-institute.org
NYState Arch: Hackman	(at least in part) holdings of NY State Arch to-be-published understudied NY topic	open (incl grad)	unspec.	100-4500	Albany, NY	01.31	US #111	nysarchives.org
Peabody Essex Museum	N.E. history & culture		≤ 2 mo.	750 / mo	Salem, MA	01.31	OAH 29:4	pem.org
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N.E. Regional Research	use coll's of at least 3 NE inst's--2 wks ea.		8 wks	5,000	New England	02.01	Pers. 40:1	masshist.org
Va. Hist. Soc. Res. Fell.	research at the Virginia Historical Society	"doct. cand"	≤ 4 wks	500 / week	Richmond, VA	02.01	P 40:2	804.358.4901
Haverford Coll. Gest Fell	ways of expressing religious belief	open	1 mo.	1,500	Haverford, PA	02.01	AHA	haverford.edu
IU Summer PreDiss Trav.	Pre-Diss. Travel Grant	PRE-DISS	TRAVEL 6-8 wks	1,000 + travel	int'l TRAVEL	02.15	email	C. Bankart - OIP
Newberry Lib.: shortterm	Newberry collections	"doct. cand"	1wk-2mo	1,200 / mo.	Chicago, IL	02.20	OAH 29:4	newberry.org
APS Lib. Resid. Res. Fel	"need to work in Society's collections"	post-exams	1 - 3 mo.	2,000 / mo.	Philadelphia, PA	03.01	US #111	amphilsoc.org
Lib. Co. Phil./ Hist. Soc. Penn. short term diss.	Col. Am.: Atl. World; Mid-Atl. regional; immigrant/ethnic hist. ***for diss. res.***	"diss. res."	1 mo.	1,750	Philadelphia, PA	03.01	h-net (h-oieahc)	librarycompany.org hsp.org
Lib. Co. Phil.: diss. fell.	"research at the Lib. Co. & Phil. region" esp. "early American economy & society"	"diss. res."	9 mo.	15,000	Philadelphia, PA	03.01	US #111	librarycompany.org

If your field has many funding options, such as archival research funding, you might find it helpful to create a table to keep track of fellowship requirements and applications deadlines.

Self-Management & Writing: Making Progress!



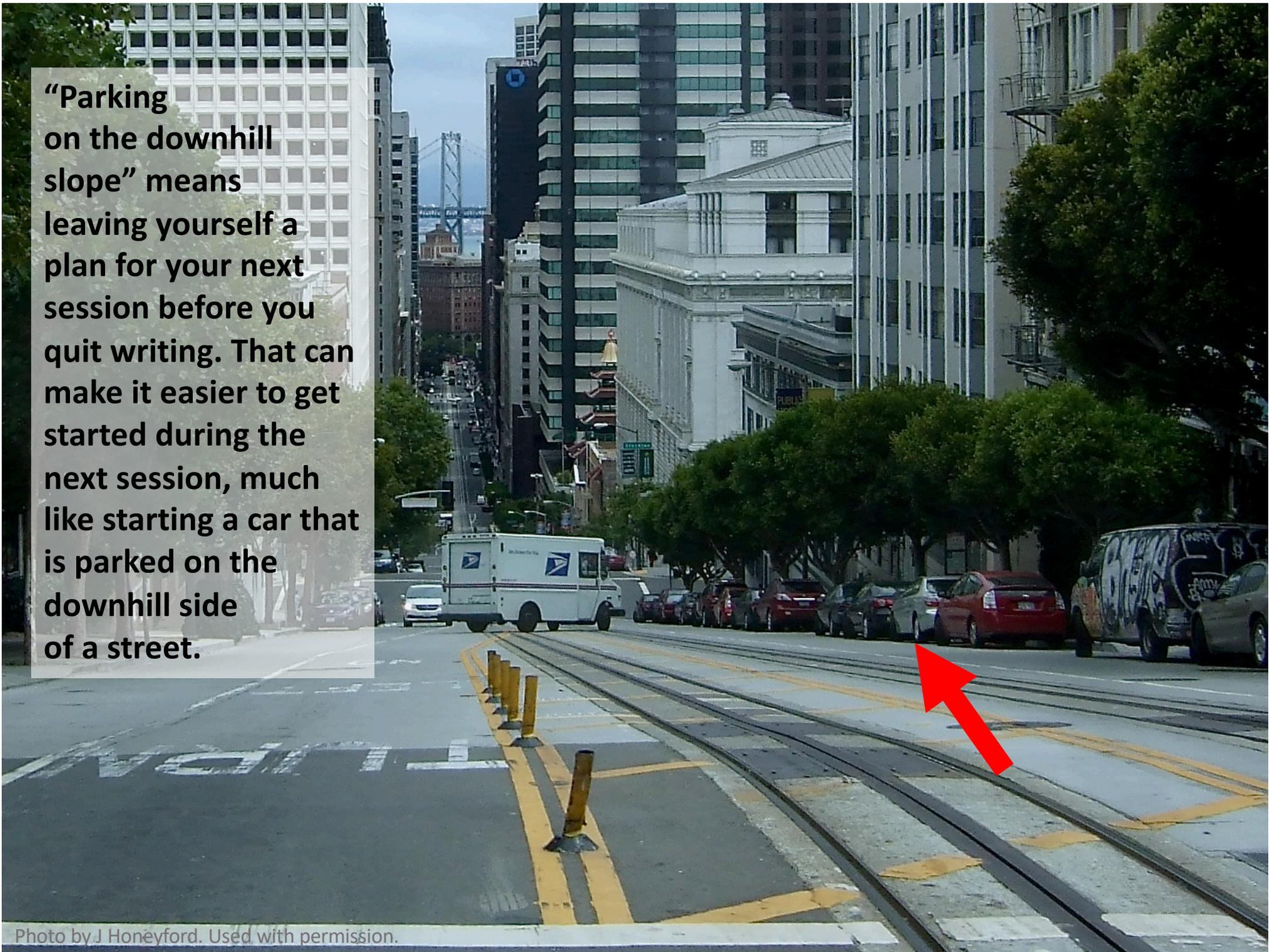
Gantt Chart

allows you to track your progress toward multiple goals

Self-Management & Writing: Making Progress!

- Write every day and do it at an established / fixed time
- Pair writing with something you enjoy
- Build rewards into your schedule
- Use small blocks of time
- Break down thesis writing into small, manageable tasks
- Create deadlines for each task, chunk, and section
- Develop a support group
- Park (your writing brain) “on the downhill slope”

“Parking on the downhill slope” means leaving yourself a plan for your next session before you quit writing. That can make it easier to get started during the next session, much like starting a car that is parked on the downhill side of a street.



The last full paragraph completed during a writing session.

Woodward's role as both participant in and first historian of the religious societies and SRMs has perhaps led many English social and religious historians to accept Woodward's explanations of the origins for both and to elide the two societies on occasion. The claim of primacy appears justified with respect to the SRMs, and even, at first glance, for the religious societies. A letter from Boston printed in *A Help* alludes to the "orders" for the religious societies, presumably those of Woodward's Poplar parish, seemingly suggesting that the societies in Boston had copied their rules from those of the Poplar society:
Every day having heard and read some Accounts of the Religious Societies of Young Men in London, they were encouraged to endeavour the like among them. And beyond their Expectation (God working with them) prevailed with the greatest part of the Youth to form themselves into Societies for Religious Exercises, signing some good Rules to be observed by them therein, much like the Orders of the Societies of young Men in London.

Before ending a writing session, write the first sentence of the next paragraph, and list the main points that you want to cover in that paragraph.

Perhaps on account of this interpretation, English historians have tended assume that the religious societies and SRMs on both side of the Atlantic . . .

- Overton
- Simon
- Portus
- Bullock
- Curtis and Speck
- Walsh?

You can also list some ideas for any subsequent paragraphs that you anticipate writing.

American religious historians, however,...

- antinomianism
- Lovelace
- vs- Levin

My argument . . .

Self-Management & Writing: Making Progress!

- Use “free writing”
- Create diagrams or other schematics
- Begin anywhere / Move to a new section
- Go back to your notes – look for insights that you have forgotten about
- Give up striving for perfection in your writing; remember, writing is a process.
- Take a break

Self-Management & Writing: Making Progress!

- Be organized from the start (as organized as you can be)
- Be systematic and consistent
- Be thorough - better to be safe than sorry
- Know the rules of your department, faculty, and the university
- Leave out paraphrases/data/images/figures/quotes if you can't verify them or get permission to use them
- **Ask! Ask! Ask!**

Additional Campus Resources

- Your advisor and other faculty and students in your department
- Your department's supplementary regulations (if any)
- Faculty of Graduate Studies Thesis Guidelines
http://umanitoba.ca/faculties/graduate_studies/thesis/index.html
- Libraries, Reference Librarians and library subject guides
<http://libguides.lib.umanitoba.ca/>
- Academic Learning Centre writing tutors <https://umanitoba.ca/student-supports/academic-supports/academic-learning>
- Student Advocacy <http://umanitoba.ca/student/advocacy/>
- U of M Copyright Office <http://umanitoba.ca/copyright/>

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