

## Preliminary Guidelines for the Thesis (more details will be provided later)

The thesis must conform to these guidelines:

- The thesis will include a Title Page (example to be provided), Abstract, Table of Contents, Acknowledgements, and List of Abbreviations. These pages must be numbered in roman numerals from (i) onward (the title page does not have to show the number).
- Introduction, Results/Discussion, Experimental, Conclusions and References. **The maximum number of pages allowed for items listed in this bullet is 25 pages, including all figures, schemes and tables.** These pages must be numbered.
- Print must be in black ink and letter quality.
- Minimum 1.5 line spacing for the text.
- Acceptable fonts are Arial (11 pt), Times New Roman (12 pt), or comparable.
- Figures/schemes have to be large enough so that the text/scales are readable.
- Use white paper only, 21.5 cm x 28 cm, in portrait format.
- Set margins at a minimum of 1 cm on top, bottom and right. The left margin must be a minimum of 1.9 cm.
- Print on one-side of the paper only.
- The experimental section must be contained within the 25 page limit that describes key experiments and or representative procedures and characterization of new compounds. Occasionally, as in the case of synthetic chemistry, summarizing the characterization data for new compounds within the thesis will be difficult with the page limit. In these types of cases an appendix may be included. The thesis itself must be a self-contained document independent of the appendix. Someone reading the thesis must not be required to look at the appendix for additional information, figures, schemes etc. in order to understand the results/discussion presented. The purpose of the appendix is to provide interested readers with more details to critically evaluate the completeness of the work. The function is similar to supporting information provided in many scientific journals.

Additional Notes on Appendix:

1. The appendix may only contain supporting experimental details and characterization information. There can be no additional discussion of results. Typical information may include: experimental details, melting points, R<sub>f</sub> values, summaries of IR, NMR or other spectroscopic data, combustion analysis, mass spectrometry data summaries, X-ray data and tables. It may also include computer programs or other lengthy information.
2. Raw data, such as spectra, may be included where warranted. (consult your supervisor)
3. The appendix is not intended to make it look like someone as done more work and it cannot be used to expand the thesis beyond the allowed page limit except as indicated above.