

# How to Prepare A Master's Thesis

Writing a Thesis is not the same as writing a report or a theme paper. It is slightly different in that you will be writing a viewpoint of your own called an "argument".

You should argue your point of view and give references (cite the points of view with a footnote) using the footnote help located at the top of your Microsoft word paper. You can view this important step at

<http://www.youtube.com/watch?v=HKrhTMHsli0> or read about it at <http://office.microsoft.com/enus/word-help/insert-or-create-footnotes-and-endnotesHA101854833.aspx>

Refer to your references and place the footnote at the end of each reference. Your citation will appear at the bottom of the page

like this:

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8. In a 1998 interview, she reiterated this point even more strongly: "I am an artist, not a politician!" (Weller 124).

Use your own wording as much as possible. Just copying multiple references for your Dissertation may result in a low grade or even causing your Dissertation to be returned to do over.

● Your Grade for the Dissertation will be one of the following: 85% to 100% Anything below an 85% drops your grade below a 3.0. A degree cannot be given with a grade Below 3.0.

you should redo the entire Dissertation for a

higher grade. All Students should use spelling and grammar check. <https://www.grammarly.com/office-addin/downloading> or <https://support.office.com/en-us/article/check-spelling-and-grammar-in-office-5cdeced7-d81d-47de-9096-efd0ee909227>

There is no excuse for misspelled words. **Please avoid the use of abbreviations for books of the Bible.**

All reference work should be done in MLA format. The font should be Times New Roman, size 12.

You will notice that this paper uses footnotes giving reference to Eleanor Wakefield. If you will be using the same reference over and over, you can use the word "Ibid" which signifies the reference is already given prior.

Your Thesis should be spell checked, double-spaced lines, one - inch margins, top, left, bottom, and right.

Make sure you have more than the 2500 minimum amount of words required for your Thesis. Do not count words in the footnotes.

There are several vital elements to any successful college Thesis. This Help sheet will define those elements and show you how to put them together using an outline. Following this format will help you keep your thoughts (arguments) organized and get your thesis underway.

Elements of an Introduction: Usually an introduction starts broad and narrows down to your specific topic, ending in the Dissertation. This is your opportunity to establish why readers might be curious about your general topic, catch their attention, or put your Thesis in context. Your introduction should end with a clear, specific statement, which will tell readers exactly what your paper will be arguing. Each body paragraph will directly and obviously support your Thesis.

Body Paragraphs: A Thesis utilizes body paragraphs, and these will be the arguments, evidence, or topics that support your thesis.

Topic Sentences: Each body paragraph will begin with a topic sentence which introduces its topic. All of the information in that paragraph will be clearly and logically related to that topic sentence, which in turn should obviously relate to the Thesis.

Support: You use arguments, data, facts, analysis, quotes, diagrams and illustrations, anecdotes, examples, details, etc. to support your topic sentences and finish out your body paragraphs. A good rule of thumb is to have at least three points to support each topic sentence.

Transitions: An effective Thesis will show the connection between paragraphs with transitions. These can be the final sentence of each body paragraph or can be integrated into the next topic sentence with transition words.

Conclusion: A conclusion should wrap up your Thesis but should not introduce new information or arguments. It should begin with a sentence that looks a lot like your Thesis Introduction to summarize the general points

Of the paper as a whole, and then draw your paper neatly to a close.

#### GUIDELINES OF THE THESIS OUTLINE:

##### Titles

MATH600 Thesis in Ministry

MATH606 Thesis in Counseling

MATH601 Thesis in Great Commission Evangelism

MATH607 Thesis in Pastoral Ethics

MATH602 Thesis in History of Hymns of the Church

MATH608 Thesis in Youth Ministry

MATH603 Thesis in Homiletics

MATH609 Thesis in Church Worship

MATH604 Thesis in Pastoral Leadership

MATH610 Thesis in Christian Evangelism

MATH605 Thesis in Hospital and Prison Ministry

BEGIN with AN INTRODUCTORY TITLE PAGE LIKE THIS: This page must be centered on the page.

**SACRED TEACHINGS OF JESUS**

**A MATH600 THESIS**

**Written in partial requirements for the Master's Degree**

**Great Commission Bible College**

**Carl Junction, Missouri,**

**September 21, 2013**

**By**

**John Doe- ABCD1234**

**TABLE OF CONTENTS**

**( For help with the "Table of Contents" please click on the link below)**

<https://www.youtube.com/watch?v=BmcYgziyskk>

I. Introduction: General info about the topic, the reason for the reader to be interested, context, etc.

Dissertation statement:

II. Topic Sentence 1:

A. Support

1. Detail/example/data/explanation

2. Detail/example/etc.

3. Detail/example/etc.

B. Support

1. Detail/example/etc.

2. Detail/example/etc.

3. Detail/example/etc. 5

C. Support

1. Detail/example/etc.

2. Detail/example/etc.

3. Detail/example/etc.

D. Transition

III. Topic Sentence A. Support 1.

Detail/example/data/explain

2. Detail/example/etc.

3. Detail/example/etc. B. Support

1. Detail/example/etc.

2. Detail/example/etc.

3. Detail/example/etc.

C. Support

1. Detail/example/etc.

2. Detail/example/etc.

3. Detail/example/etc.

D. Transition

IV. Topic Sentence 3:

A. Support

1. Detail/example/data/explanation

2. Detail/example/etc. 6

3. Detail/example/etc.

B. Support

1. Detail/example/etc.

2. Detail/example/etc.

3. Detail/example/etc.

#### C. Support

1. Detail/example/etc.

2. Detail/example/etc.

3. Detail/example/etc.

#### D. Transition

#### Conclusion

Re-state your final argument in the Summary of main points, return to general context, a wrap-up of the thesis, etc.

The last page of your thesis should contain a bibliography. It should look like this:

#### Bibliography

1. Almighty, God King James Study Bible (previously published as The Liberty annotated Study Bible The Annotated Study Bible (King James Version) copyright 1988 by Liberty University ISBN-13 9781418545352
2. Wilson, Bill Big Book of Alcoholics Anonymous published by AA World Services 2001, NY, NY ISBN-13: 978-1483907253
3. Bobgan, Martin and Deidre 12 Steps to Destruction Codependency/Recovery Heresies

Copyright © 1991, Published by East Gate Publishers, 4137 Primavera Road, Santa Barbara, California  
Library of Congress Control Number 2012938772 ISBN 978-0-941717-23-6

4. Irvine, Wm. C. Heresies Exposed. New York, NY: Loizeaux Brothers, Inc., 1921 Kessinger  
Publishing, 2003, ISBN 0766142698 9780766142695

5. Bobgan, Martin and Deidre Psycho Heresy: The Psychological Seduction of Christianity  
Copyright © 2012 Published by East Gate Publishers, Published by East Gate Publishers, 4137  
Primavera Road, Santa Barbara, California Library of Congress Control Number 2012938772  
ISBN 978-0-941717-23-6

If you need help creating this bibliography view

this <http://www.youtube.com/watch?v=iknHhjGaME8> or you can read

<http://office.microsoft.com/enus/word-help/create-a-bibliography-HA010067492.aspx>

**To see how your thesis should look when you are finished, look  
at <http://afoledu.us/books/beforethebeginningbegan.pdf>**

**If you have completed a MATH600 Thesis, email it to  
[math600@gcbcedu.us](mailto:math600@gcbcedu.us) and the same form of address for each 600  
thru 610 designations.**