

Guidelines for the Manuscript Option (Masters Thesis: MSc, MES or MA)

In the manuscript option, the thesis will comprise the following:

1. An introductory chapter that outlines the problem context for the work, establishes its purpose and objectives, and explains how the manuscripts presented in the body address the purpose and objectives.
2. A chapter that introduces and explains the methodology followed in the thesis.
3. Manuscript(s) (at least one) that presents research findings. Typically these will be manuscript(s) for refereed journals, but other formats, such as book chapters, may be appropriate as sanctioned by the committee. The manuscript(s) must be ready for submission, submitted, in press, or published.
4. A concluding chapter that outlines the principal findings of the total research effort. These conclusions must reflect the work reported in the manuscript(s).
5. Further consolidation chapters may be added as required to ensure that the thesis represents the “whole” body of research embodied in the student’s research.

References cited in each manuscript, and in the introductory and concluding chapters, can be included at the end of each manuscript or chapter, or they can be consolidated at the end of the thesis. Appendixes may also be included as part of the thesis.

The entire thesis must be formatted according to the requirements of the Graduate Studies Office. All chapters, including those presenting previously published work, must use a consistent format, and must be continuously paginated.

The following are other requirements for the manuscript thesis option:

1. An important principle that must be followed in developing the manuscript thesis is that the entire document (especially the introductory chapter, manuscripts, and concluding chapter) will comprise a conceptual "whole". Thus, the manuscript(s) should relate to the overall purpose of the Masters research program and its objectives. It is not acceptable for a student and his or her advisor to work on separate "projects" during, or outside of, the Masters program, and then submit manuscript(s) relating to these projects for the thesis.
2. The manuscript(s) must be dominated by the intellectual effort of the student. Members of the advisory committee and others involved in the research may, as appropriate, be listed as authors on the manuscript(s). However, the manuscript(s) must be written by the student, as reflected by the fact that the student will be the first author on at least one of the manuscript(s).
3. Where multiple authorship occurs, there must be a preface statement in the thesis outlining the roles of the respective authors, and clarifying the extent and nature of the contribution of the thesis author. Co-authors must sign the statement to indicate that they are in agreement with the evaluation of the roles and contributions of the various authors.
4. When previously published, or in press, work is reproduced in the thesis, waivers from copyright holders are required. These should be included as an appendix.

The manuscript will be examined orally in the normal way that a Masters thesis examination is conducted with the recognition by the examining committee that the constitution of the work is by manuscript(s).