Fall 2022 Revision Highlights

*Guidelines for the Preparation of Theses, Dissertations, & Synthesis Projects*

**Combined Title and Approval Page**
- Based on the research of manuscript guidelines from peer institutions, the title and approval pages have been merged into one simplified document. Faculty rank is no longer listed.

**Simplification of Abstract Page**
- Extended abstract header has been removed.

**Updates to Level Headings**
- The level heading requirements that apply to all documents have been revised and simplified.

**Expanded Checklists to Help Students to Track Formatting Progress**
- The examples of front and back matter have been simplified and include reminders on common mistakes based on feedback from our editors.

**Updates to Reflect Improvements in Review and Approval Process**
- The Guidelines now refer to updated online forms and steps for completing submission remotely through our partnership with University Printing Services.

**Section Descriptions for Better Navigability**
- The structure of the Guidelines has been made clearer with the addition of brief introductions explaining the function of each section.

**Text Revised for Concision and Clarity**
- The text has been edited to improve readability and make the document easier to review efficiently.

**More Prominent Embargo Information**
- In order to ensure that graduate students are well-informed about best practices related to embargos, this section has been moved up from the references section of the Guidelines.

**Clarification of Manuscript Review Requirements**
- Additional content has been added to avoid common misconceptions about the review process.