

## Cover Page

OMIT a header and page number for cover page

Full title in the upper half of the page

Author of paper

Affiliated institution

1-inch margins on all sides, every page

Title of Paper

First M. Last

Affiliated Institution

Subject of report

Date

### General Format:

*Times New Roman*

*12pt. font*

*Double-spaced*

## Abstract

Title of Paper 2

Abstract

The abstract is written in approximately 200 words and it is required. The elements that must be covered are the purpose, scope, and major findings of the report. This should not have any references. The reader should be able to understand your abstract without knowing anything about your subject.

**ADD** a header. Your header should include: the title and page number (starting with 2). The header and page number should be “align right”

CSE's most common format is:

1. Abstract
2. Introduction
3. Methods
4. Results
5. Discussion
6. Conclusion
7. References

## Main Body

Title of Paper 3

Introduction

The third page of your paper should start with your introduction. Make sure you orient your reader on your topic. Then, state the main points of your paper. Lastly, and most importantly, state your thesis.

Discussion

.5-inch indentation for body paragraphs

Here is where you may begin your body paragraphs in respect to your paper's main points.

CSE FORMAT (8<sup>TH</sup>)



WRITING CENTER

# End References in CSE Format

CSE has 3 options for listing end references:

- 1) citation-sequence, 2) citation-name, and 3) citation-year.

For **citation-sequence**, number the references and order them within the list in the sequence in which they first appear in the text.

That means the first reference listed in the end-reference list will be the first in-text reference in your paper.

8

End References

1. Hall C. Shortage of human capital envisioned, Monster's Taylor sees worker need. Chicago Tribune 2002 Nov 18; Sect E:7(col 2).
2. Boren M. T., Ramey J. Thinking aloud: reconciling theory and practice. IEEE Transactions on Professional Communication 1996; 39:49-57.

For **citation-name**, place references in alphabetic order by author, and then number the references in the same sequence.

Your in-text reference numbers will be in non-numeric order.

8

End References

1. Boren M. T., Ramey J. Thinking aloud: reconciling theory and practice. IEEE Transactions on Professional Communication 1996; 39:49-57.
2. Hall C. Shortage of human capital envisioned, Monster's Taylor sees worker need. Chicago Tribune 2002 Nov 18; Sect E:7(col 2).

*NO Hanging indent* →

For **name-year**, list each reference alphabetically by the author's last name. After the author's name(s), list the year of publication.

Continue to list them alphabetically.

8

End References

1. Boren M. T., Ramey J. Thinking aloud: reconciling theory and practice. IEEE Transactions on Professional Communication 1996; 39:49-57.
2. Hall C. Shortage of human capital envisioned, Monster's Taylor sees worker need. Chicago Tribune 2002 Nov 18; Sect E:7(col 2).

*Hanging indent* →

These are examples of book, periodical, and research references. See the CSE trifold for additional information about how to construct more references.

