**Report Guidelines for PhD Qualifying Exam, AMP & BS/MS (non-thesis) Final Paper**
(Must be distributed to the committee at least 1 week prior to presentation)

**Title of Manuscript**
By Author(s)

Supervisor:
((Abstract text. 12 point, double-spaced. Present tense, 500 words max))

**Body of Paper**
Do not exceed 25 pages of double spaced 12 point text, including figures and figure captions, and excluding references.

Approximately,

10 Pages of introduction, background, and motivation
10 pages of methods, results, and discussion
5 pages of future work with milestones and timeline for graduation (Gantt plot strongly recommended)
Please follow closely the following formatting

1. Introduction
2. First-Order Heading

Main Text Paragraphs. 12 Point, double-spaced. Please make the first reference to a display item bold (Fig. 1). Display items should be inserted in the same page where they are first cited. Equations should be inserted using Equation Editor, not as graphics, and should be set in the main text

((Equation))  \[ (1) \]

References should be superscripted and appear after punctuation.[1,2]

Please define all acronyms.

2.1. Second-Order Heading

2.1.1. Third-Order Heading

((Number)). Conclusions

Acknowledgements


[3]  …((Please include all authors, and do not use 'et al. '))

((Insert Scheme here. Note: Please do not combine scheme and caption in a textbox or frame))

**Scheme 1.** ((Scheme Caption.))
Figure 1. Reproduced with permission from [ref. no.]. Copyright Year Publisher. (delete if not applicable)

Table 1.

<table>
<thead>
<tr>
<th>Head 1 [units]</th>
<th>Head 2</th>
<th>Head 3[b]</th>
<th>Head 4[c]</th>
<th>Head 5 [units]</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Column 2</td>
<td>Column 3</td>
<td>Column 4</td>
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<td>2</td>
<td>3</td>
<td>4</td>
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</tbody>
</table>

[a] (Table Footnote.) [b] …