

# **MINEOLA BIBLE INSTITUTE AND SEMINARY**

Page | 1

## **Preparing a Master's Thesis**

### **Radical, Biblical, Apostolic, Christianity**



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**“Excellence in Apostolic Education since 1991”**

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Page | 2

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# Mineola Bible Institute and Seminary

## Master's Thesis Format

### Each Thesis Must Include:

Your Name:

Your Email:

Your City:

Your State:

Your Country:

Your Student ID:

Date of the Thesis:

### How to Prepare A Master's Thesis

Writing a Thesis is not the same as writing a report or an essay. It is slightly different in that you will be writing a view point 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 Toolbar. 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-endnotes-HA101854833.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 Thesis may result in a low grade or even causing your Thesis to be returned to do over.

Your Grade for the Thesis will be one of the following: Excellent A+, Very Good A, Good A-, Fair B+, Average C, Unacceptable D- Do over.

If you receive a grade of D, you should redo the entire Thesis for a higher grade. A degree cannot be given with a grade of "D or F", so you need to know this.

All students should use Spell Check or Grammerly for the correct spelling, there is no excuse for misspelled words with a spell checker. Sentence structure allowances may be made with students who speak English as second language.

All reference work should be done in MLA format. 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 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 Thesis. 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:

BEGIN with AN INTRODUCTRY TITLE PAGE AS BELOW:

This must be centered on the page.

**SACRED TEACHINGS OF JESUS**

**A THESIS**

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

**Mineola Bible Institute and Seminary**

**Mineola, Texas,**

**September 21, 2013**

**By**

**John Doe- ABCD1234**

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

Thesis 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/explanation

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, wrap-up of 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-139781418545352

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/en-us/word-help/create-a-bibliography-HA010067492.aspx>