**Guide for Writing the Senior Thesis**

**Format Specifications**

**Updated September 2018**

The Southern Miss Honors College (HC) has created this guide to help undergraduate students prepare their research manuscripts for HC approval and publication. The guidelines contained within have been updated and/or clarified for the benefit of students and thesis advisers. Any questions regarding the contents of this guide should be directed to honors@usm.edu, or you may call the Honors College office, at telephone (601) 266-4533, and schedule an appointment.

Honors readers are concerned primarily with the format of the manuscripts. Thesis advisers should double-check that theses submitted in partial fulfillment of Honors requirements conform to the specifications outlined in this guide, and the recommendations of the school director and Honors reader. Responsibility for the content of any manuscript remains with the student and the thesis adviser(s).

## To ensure accurate compliance, refer to this guide throughout the writing process.

# Format Specifications

 **Format and File Size Limit**

# The thesis must be submitted in Microsoft Word (.doc or .docx), and the file size should not exceed 32MB. *Compress images if the file size is too large for submission.*

 **Documentation**

Documentation (footnotes, bibliography, etc.) of the thesis should follow the style guidelines dictated by the student’s major department.

 **Arrangement (\*indicates required pages; other pages required *if applicable*)**

## Preliminary Pages

*All lower case Roman numerals*

*Page numbers continue consecutively from (iv) with addition of optional pages.*

Title page (no page number)\*

Blank page (ii)\*

Approval page (iii)\*

Abstract, including key terms (iv)\*

Dedication (optional)

Acknowledgements

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List of Tables

List of Illustrations

List of Abbreviations

## Body

Chapter One - Introduction/Problem Statement (1) Remaining pages continue in Arabic numerical order

## Reference Materials

Bibliography/List of References\*

Appendices (example: IRB/IACUC approval letter, participant permission, etc.)

 **Pagination**

**Preliminary pages**: located in footer

**Footer**: center-aligned to page/bottom margin (one inch from the bottom of the page)

**Header**\*: right-aligned to margin (one inch from the top of the page)

\*alternative placement for body/reference material only

***Preliminary Section How-To*** *(Word 2010)*

Double-click the footer (title page). Enable *Different First Page*.

Click *Page Number-Format Page Numbers*. Choose *i, ii, iii...*

***Body/Reference Sections How-To*** *(Word 2010)*

Place the cursor before the first word on your Introduction page. Choose tab *Page Layout*, then options *Breaks-Continuous*.

Double-click the footer (same page). Disable *Different First Page*.

Click *Page Number-Format Page Numbers*. Choose *1, 2, 3...*

Verify the *Start at* option is set to 1.

 **Margins**

All pages must have a left-hand margin of 1 1/2 inches and other margins of 1 inch. Tables, figures, and graphs, whether one or several per page, must also be contained within these margins.

 **Spacing**

Double spacing should be used throughout the text, with the exception of footnotes, table titles, block quotations, and reference lists, unless the style dictated by the department prescribes otherwise.

 **Publication**

After each graduating class is cleared by the Registrar’s Office, the Honors College will prepare the manuscripts for archiving, and publish the final theses in [Aquila: A Showcase of Scholarship, Research, and Creativity at the University of Southern Mississippi](https://aquila.usm.edu/).

Published manuscripts are accessible beyond the University community and will generate as search results on the World Wide Web. In preparation for publication, students should complete and return the Aquila form to the Honors College for the best indexing results. When archiving is complete, students will receive a notification of publication on their Eagles accounts (about one month after graduation).

# Binding

Students interested in purchasing bound copies of their manuscripts may select the bindery that best suits their needs. Students may wish to contact Southern Systems and Services in Hattiesburg by phone at (601) 264-4713, or another company, ThesisOnDemand.com. The Honors College no longer facilitates the binding process.

The University of Southern Mississippi

Honors College Theses: An Analysis of Undergraduate Research Across Disciplines

by

Jane Smith

A Thesis

Submitted to the Honors College of The University of Southern Mississippi in Partial Fulfillment

of Honors Requirements

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Approved by

John Jones, Ph.D., Thesis Adviser Professor of Psychology

Joe Olmi, Ph.D., Director School of Psychology

Ellen Weinauer, Ph.D., Dean Honors College

Abstract

Undergraduate research occurs daily and varies from major to major, offering valuable insight toward understanding internal confidence concerning how topics are expressed. This study focused on the level of academic confidence in the typical writing process and variant levels created when a cheer variable was incorporated in this process. The aim of this study was to conduct qualitative and quantitative analyses of theses in order to identify internal confidence, insight, and patterns regarding the accurate communication of topics with and without a cheer section. A sample population of theses was obtained from a collection of research manuscripts submitted for Honors College review. The data were analyzed qualitatively and quantitatively according to the college, topic, and evaluator comments of the sources examined. Authors were asked to revisit research manuscripts during a one-week period, accompanied by a cheer variable: pep squad. Ultimately, the addition of cheer established a positive research environment, resulting in a more accurate writing process. As a result, this study contributes to the field of cross-major cheer analysis by revealing how topics are communicated in Honors College theses among pepped authors. Further, it attempted to provide insight toward academic similarities and differences in how topics are expressed within these

confidence-building constructs.

Key Words: Honors College, undergraduate research, confidence, psychology, thesis, writing process

Dedication

Alice, Jim, Tom, and Mary:

Thank you for your unwavering friendships and encouragement.

You are the best pals.

Acknowledgements

I would like to take a moment to thank my thesis advisor, John Jones, for his tireless efforts in mentoring me during the process of completing this study. This piece of work would not have been possible had it not been for his guidance. Thank you for everything.

Additionally, I pay special thanks to the faculty of The Honors College. During my years in the Honors College at The University of Southern Mississippi, their support meant so much to me.

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List of Abbreviations

APA CI CL CMS HC MLA

POMS SD USM

American Psychological Association confidence interval

confidence limits

The Chicago Manual of Style

Honors College

Modern Language Association Profile of Mood States standard deviation

The University of Southern Mississippi