

UNDERGRADUATE THESIS GUIDELINES

UNIVERSITAS NEGERI SURABAYA

ENGLISH LITERATURE STUDY PROGRAM



UNDERGRADUATE THESIS GUIDELINES

The Importance of Creating an Outline Before Writing a Thesis

Before beginning the process of writing a thesis, it is essential to create a clear and structured **outline**. An outline serves as a roadmap that guides the writer through each stage of the thesis, ensuring coherence, logical flow, and focused argumentation. In literary research, where interpretation and critical analysis are central, an outline helps organize ideas, define the scope, and align the theoretical framework with the research objectives.

Creating an outline allows the researcher to:

- **Clarify the research direction** and avoid digressions.
- **Identify gaps** in the argument or structure early on.
- **Ensure consistency** between chapters and sections.
- **Plan the integration of theory and textual evidence** effectively.
- **Manage time and workload** by breaking the thesis into manageable parts.

An outline is not a rigid structure but a flexible guide that can evolve as the research progresses. However, having a solid initial outline helps maintain focus and academic rigor throughout the writing process.

Sample Thesis Outline Based on the Template

- Cover
- Approval Sheet
- Certification Sheet
- Declaration of Authorship
- **AI Use Declaration**
- Motto
- Dedication
- Acknowledgement
- Table of Contents
- Abstract

CHAPTER I: INTRODUCTION

- 1.1 Background of the Study
- 1.2 Research Questions
- 1.3 Objectives of the Study
- 1.4 Significance of the Study
- 1.5 Scope and Delimitations
- 1.6 Theoretical Framework
- 1.7 Research Method
- Data (Primary and Secondary)
- Data Collection
- Data Analysis
- 1.8 Definition of Key Terms
- 1.9 Thesis Structure

CHAPTER II: REVIEW OF LITERATURE

- 2.1 Previous Studies on the Author or Work
- 2.2 Theoretical Approach Used
- 2.3 Previous Studies on the Topic in Other Works
- 2.4 Sociohistorical Context (if applicable)

CHAPTER III: ANALYSIS

- 3.1 Application of Theory to the Literary Work
- 3.2 Interpretation of Key Themes or Characters
- 3.3 Textual Evidence and Critical Discussion
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CHAPTER IV: CONCLUSION

- 4.1 Summary of Findings
- 4.2 Answers to Research Questions
- 4.3 Contributions to Literary Studies
- 4.4 Recommendations for Future Research

REFERENCES

(Formatted in APA 7th Edition style)

PART I. Parts of the Thesis

CHAPTER I INTRODUCTION

The introduction chapter provides the context, direction, and purpose of the thesis. It approximately consists of 2,000 words. It sets up what the research is about, why it matters, and how it will be conducted.

A. Background of the Study

The background of the study introduces significant elements of the chapter, such as the topic and the research problem. The steps include:

- a. Provide a broad statement that leads to the topic area. Creating a sense of interest can be done by using one of the following techniques:
 - Use an epigraph from a famous work or a quote from a notable figure that addresses the topic.
 - Pose a thought-provoking question about the topic.
 - Provide a surprising fact related to the topic.
 - State the importance of the topic.
 - Create a controversy about the topic.
- b. Briefly relate your topic to the work you intend to analyze. - Provide a general explanation of the topic.
 - Connect the topic to literary studies.
 - Mention the specific literary work under study and how it deals with the topic.
- c. Introduce the author and their work(s) as related to the context.
 - Mention the author's name, brief background, and major literary achievements.
 - Elaborate why the work is important or relevant in literary discourse.
 - This paragraph may include a brief synopsis of the work under study.
- d. Highlight the character or aspect related to the topic
 - Focus on the character(s) or literary element central to the topic. - Link this focus to the theoretical approach.
- e. Review 5-10 previous studies on the topic in other literary works. These previous studies are mostly taken from recent journal articles.
- f. Identify the research gap by clearly stating what is missing in the current scholarship. This underpins why your study is necessary and original.
- g. State your thesis statement; this is the argument your thesis aims to justify. A thesis statement is usually written as a concise phrase or sentence. It should include:
 - Main topic

- Literary work
- Theoretical framework
- Your central claim

B. Research Questions

Research questions are questions that guide your analysis. It consists of at least two or three questions and must align with your thesis statement. Research questions must be:

- Written in question form.
- Clear, focused, and directly answerable through textual analysis.

C. Objectives of the Study

Objectives in a thesis are clear statements that describe what the research aims to achieve.

- They translate the research questions into specific and actionable goals.
- Objectives are made by transforming the research questions into statement form.

D. Significance of the Study

Explain why the research matters both theoretically and practically.

- Theoretical Significance:
How does your study contribute to literary criticism or theory?
- Practical Significance:
How does it benefit the readers, students, or other researchers in the field?

E. Scope and Delimitations

Define the focus and boundaries of your study.

- Scope:
The scope explains what the study covers. This includes the boundaries and focus of the research.
 - What the thesis will cover.
 - Which character(s), themes, or sections are included?
 - Reasons why this focus is chosen.
- Delimitations:
Delimitations explain what the thesis does not cover and why it excludes certain areas.
In this section, the study has to:
 - Acknowledge what the research cannot generalize.
 - Explain the limitations due to scope, theory, or time and why the limitations are justified.

F. Theoretical Framework

A theoretical framework is the foundation of your analysis. It explains the theories, concepts, or approaches chosen to interpret the text or topic.

1. Briefly explain what literary approach will be used in analyzing the work.
2. Briefly explain what specific theory(ies) will be used in analyzing how the topic is represented in the work.

3. Sources need to be mentioned as *in-text citations*.

G. Research Method

The research method section of a thesis explains how the research is conducted. It describes the approach, tools, and processes for gathering and analyzing the data.

1. Data

Data may include:

- Primary data in literary studies refers to the literary materials that serve as the object of the study, such as novels, poems, plays, short stories, or other creative visual works.
- Secondary data in literary studies refers to other materials that are not the main literary text being examined but still support the understanding or the interpretation of the work. These include films, audio recordings, interviews, historical documents, letters, journal articles, adaptations, or other media that provide additional context or perspectives related to the primary text.
- Film as the object of the study may have different forms of primary and secondary data. Primary data in the case of film is film scripts or screenplays, subtitles, and dialogue transcripts. They support the textual basis for interpretation. Meanwhile, secondary data includes visual elements (cinematography, color, lighting, mise-en-scène), audio elements (soundtrack, sound effects, tone of voice), atmosphere and mood conveyed through acting, editing, and direction, as well as paratextual materials such as trailers, posters, or behind-the-scenes footage.

2. Data Collection

Specify the exact steps to take in collecting the data.

3. Data Analysis

Explain the process of interpreting evidence using theory.

H. Definition of Key Terms

The definition of key terms section explains the important terms that are central to the research. It ensures that readers clearly understand the meanings of specific words in the context of the study. Each term must be:

- Defined with credible scholarly sources.
- Clearly tied to the research focus.

I. Thesis Structure

The Thesis Structure outlines how the entire thesis is organized. The author must:

- Provide details of the organization of the thesis, what each chapter will specifically present and discuss.
- Provide a section that does not merely mention what each section generally presents. The author must address the main parts of their thesis.

- Structure the thesis according to the requirements of a literary studies thesis comprising four main chapters: Introduction, Review of Literature, Analysis and Conclusion.

CHAPTER II REVIEW OF LITERATURE

This chapter lays the foundation for the analysis, presenting the perspectives of previous scholars on the topic and outlining the theoretical framework that will be employed. It consists of approximately 2500 words. It demonstrates that the study is built on strong academic sources and fills a research gap.

A. The Literary/Cultural Work and Its Context

This section presents previous studies on literary works related to the research topic, although not specifically on the topic under study.

- Provide 5-10 studies** discussing the author or the same work.
Organize them by **theme, issue, or theory** used.
- For each study: mention its *purpose, theory/method, key results, and conclusion*.
- Critically evaluate** these studies instead of just summarizing.
- End this section by **stating the gap**, explaining what has not been explored and how your study will address it.

B. Theoretical Approach Used

Discuss the key concepts in the theoretical framework. It should directly address the topic under study.

- Introduce the **literary approach**.
- Explain **core concepts**, including:
 - Definitions from scholarly sources.
 - Characteristics/symptoms, causes, and effects, etc.
- Support every concept with **in-text citations**.

Critically review more previous studies on the topic in other literary works (ideally different from the pens mentioned in the background of the study)

- Provide 3-5 previous studies on the issue in other literary works.
- Study 1 (purpose, theory/method, key result, conclusion)
- Study 2...
- Study 3...
- Study 4...
- Study 5...
- Give a critical summary or evaluation of the previous studies.
- State the gap between the previous studies and the research you will be conducting.

C. Sociohistorical Context of the Literary Work (optional)

This section may be needed for theses that require an understanding of the setting and sociohistorical/cultural context of the work under study. This section provides readers with the necessary context to understand the deeper meanings of the analyzed work.

What must be borne in mind:

- Explain the sociohistorical/cultural context.
- Sources taken from other disciplines will need to be consulted.

CHAPTER III: ANALYSIS

Chapter III aims to present the main analysis and show the application of the theory. This chapter consists of approximately 3500 words. The sections may vary depending on the research topic. In this chapter, the study may:

- Answer the research questions.
- Prove the thesis statement.
- Show how theory helps interpret the literary work.
- Support all claims with textual evidence.

The analysis presented in this chapter should be:

- in line with the research questions.
- in the present tense. This is the convention in literary analysis.
- highlight how some intrinsic elements are used in revealing the topic.
- justified by evidence taken from the work under study. The evidence can be in the form of paraphrases, summaries, or direct quotations.
- critical rather than merely reporting what happens in the story. When being critical, the analysis should be grounded in theories/concepts relevant to the topic.

One writing strategy to use is T-E-E-L format: Topic-Evidence-Elaboration-Link.

- Topic: this could be used to label a section. Briefly explain the topic of analysis in the section. Relate how it is demonstrated in the work under study.
- Evidence: provide evidence from the work.
- Elaboration: provide a critical analysis of the evidence. This may include (but is not limited to) any literary elements such as characterization, setting, plot, diction, symbol, and point of view in the evidence. Relate how the elements work together to reveal the topic.
- Link: relate the analysis to the understanding of the topic from a broader context. This is where the extrinsic approach plays its role in the analysis.

CHAPTER IV: CONCLUSION

Chapter IV is the final part of the thesis. It wraps up the research, presents and summarizes the findings and their contributions to the field of study in approximately 1500 words. This chapter also presents suggestions for future research directions.

a. Conclusion

- This chapter should explicitly demonstrate how the research questions have been answered.
- References to the work under study are necessary in summary form without including quotations from the work.

b. Recommendation

- Provides information about what has not been addressed in the analysis, due to the scope of the study.
- Recommend some possible topics that can be explored further for future research. The recommendation can include other themes or approaches to consider when analyzing the same literary/cultural work.

PART II. Writing Techniques 1. FORMATTING

- a. The thesis must be typed on 80-gram A5-sized HVS paper (14.8 x 21 cm), doublesided. The paper must be white. If duplicated (photocopied), the paper size must match the original.
- b. The typewriter font used should be 10-point (pica), in black. It is recommended that the thesis be typed using a computer with a 10-point (pica) font in Book Antiqua typography.
- c. The typing margins should follow these specifications: left margin 2.5 cm, top margin 2.5 cm, right margin 2 cm, and bottom margin 2 cm.
- d. The text should be typed with 1.2 spacing, except for direct quotations exceeding 40 words (or more than four lines), which should be typed with single spacing

2. COVER PAGE

Guidelines for writing the cover page:

- a. The title and subtitle (if any) should be written on the topmost line.
- b. The title and subtitle (if any) should be written in all capital letters and not end with punctuation. If using bold letters, the title may be written in a larger font size than the subtitle.
- c. Below the title, write the word "Thesis", followed by the Unesa logo.
- d. The student's name and student ID number (NIM) should be written below the Unesa logo, followed by the name of the institution written in descending order from the highest institution to the organizing institution, ending with the year the thesis was written (see appendix for details).

Sample of Undergraduate Thesis Cover Page:

FALSE GENERALIZED CONVERSATIONAL IMPLICATURE (GCI) OF LYING IN *A FEW GOOD MEN* MOVIE

PROPOSAL THESIS



**BY
TAK MUDAH MENYERAH
NIM 2500 ...**

SURABAYA STATE UNIVERSITY
FACULTY OF LANGUAGE AND ARTS ENGLISH
STUDY PROGRAM
2028

3. APPROVAL SHEET

Sample of the Approval Sheet:

APPROVAL SHEET

This is to certify that the following thesis with the title (CAPITAL LETTERS), written by(full name) has been thoroughly checked and has fulfilled the requirements for the examination before the Board of Examiners.

Surabaya,
Advisor,

Full Name

NIP

4. CERTIFICATION SHEET

Sample of the Certification Sheet:

CERTIFICATION SHEET

This is to certify that the *Sarjana*'s thesis of (full name)..... has been approved by the Board of Examiners as the requirements for the degree of *Sarjana* in English Literature/English Language Education.

.....(full name)....., Chair

.....(full name)....., Member

.....(full name)....., Member

Approved by
Dean, Faculty of Languages and Arts

Acknowledged by
Coordinator, English Literature Study Program

Full Name
NIP

Full Name
NIP

5. DECLARATION OF AUTHORSHIP

Sample of the Declaration of Authorship:

DECLARATION OF AUTHORSHIP

Herewith I,

name : NIM :
address :

declare that:

1. this *skripsi* is the sole work of mine and has not been written in collaboration with any other person, nor does it include, without due acknowledgement, the work of any other person.
2. if at a later time it is found that this *skripsi* is a product of plagiarism, I am willing to accept any legal consequences that may be imposed to me.

Surabaya, *...

Full name and signature
NIM

*) to be filled with the date after the examination, just like 'acknowledgement'.

6. AI USE DECLARATION

Students who use AI-assisted tools must provide a declaration describing the extent and purpose of their use. AI may be used for language support, idea organization, proofreading, data management, or other academic purposes, provided that all generated content is critically reviewed and verified by the student.

The use of AI-generated or AI-assisted materials must follow the following guidelines:

a. Textual Content

AI tools may be used to assist in grammar checking, language editing, paraphrasing, outlining, and drafting preliminary ideas. However, the student must critically evaluate, revise, and take full responsibility for the final written content. AI-generated text must not replace original scholarly analysis, argumentation, or interpretation.

b. Images and Visual Materials
AI-generated or AI-edited images, illustrations, and visual representations may be included only when they directly support the objectives of the study. All AI-generated visual materials must be clearly identified in figure captions or acknowledgements. Students must disclose the AI tool used and explain how the image was generated or modified.

c. Audio and Video Materials
When AI-generated, AI-modified, or AI-enhanced audio and video materials are used as supporting materials, students must explicitly declare the tools employed and the nature of the modifications. Such materials should not be presented as authentic primary evidence unless

their artificial nature is fully disclosed and justified within the research methodology. **d. Tables, Graphs, and Data Visualizations**

AI tools may be used to create tables, charts, graphs, or other forms of data visualization. However, the underlying data, calculations, interpretations, and conclusions remain the responsibility of the student. Students must verify the accuracy of all AI-generated visualizations before inclusion in the thesis. AI-generated figures must not fabricate, manipulate, or misrepresent research data. **e. Academic Integrity**

Students are prohibited from using AI to generate fabricated references, falsify research data, manipulate findings, or produce analyses that have not been critically reviewed. Any use of AI that compromises academic integrity will be treated as academic misconduct and may result in disciplinary action in accordance with university regulations. **f. Disclosure Statement**

Students must include an AI Use Statement describing:

1. The AI tool(s) used;
2. The purpose of use;
3. The specific sections or materials assisted by AI;
4. The extent of human review, revision, and verification conducted by the student.

Sample of the AI Use Declaration:

AI USE DECLARATION

I hereby declare that Artificial Intelligence (AI) tools were used only as supporting tools during the preparation of this thesis. Their use was limited to activities such as brainstorming, outlining, language refinement, grammar checking, improving the organization of writing, and, where applicable, assisting in the creation or enhancement of visual, audio, and multimedia materials.

All research activities, including the formulation of the research problem, theoretical analysis, interpretation of data, discussion of findings, and conclusions, are my own work. I have reviewed, verified, and critically evaluated all AI-assisted outputs and take full responsibility for the content of this thesis.

AI Usage Statement*

AI Tool	Purpose of Use
Microsoft Copilot	Brainstorming, outlining, language refinement
ChatGPT	Idea development, writing assistance, grammar checking
Grammarly AI	Grammar, punctuation, and style checking
Other (if applicable)	Specify purpose

**Students may add, remove, or modify the entries above according to their actual use of AI tools.*

No AI-generated text, analysis, interpretation, argument, finding, conclusion, reference, image, figure, table, chart, graph, audio, video, or other multimedia material has been included in this thesis without substantial human review, verification, critical evaluation, and revision by the author.

By signing this declaration, I affirm that this thesis remains my own intellectual work and that the use of AI has been disclosed transparently and ethically in accordance with the academic integrity principles of Universitas Negeri Surabaya.

Surabaya,

Student's Signature

Full Name

NIM

7. MOTTO

There are no specific rules for writing this page. However, the author is expected to maintain the formal nature of the thesis. The language used should be proper and correct.

8. DEDICATION SHEET

There are no specific rules for writing this page. However, the author is expected to maintain the formal nature of the thesis. The language used should be proper and correct.

9. ACKNOWLEDGEMENT

The word "Acknowledgment" should be written in capital letters as the heading. The name of the place (city), date, month, and year of thesis writing should be placed at the bottom right, four (or two) spaces below the last line of text, without any punctuation.

10. TABLE OF CONTENTS

The numbering hierarchy in the table of contents may vary. However, to facilitate referencing, one model is recommended: the indented digit system. This model does not require each subchapter or subsection to be indented from the left margin.

Example:

CHAPTER 1 ...

1.1 Subchapter

1.2 Subchapter

1.2.1 ...

1.2.2 ...

Sample of Table of Contents:

TABLE OF CONTENTS

COVER PAGE	1
APPROVAL SHEET	etc.
CERTIFICATION SHEET	
DECLARATION OF AUTHORSHIP	
MOTTO/DEDICATION SHEET (If any)	
ACKNOWLEDGEMENT	
TABLE OF CONTENTS	
LIST OF TABLES/GRAPHICS/FIGURES	
LIST OF TERMS AND ACRONYMS	

ABSTRACT	
ABSTRAK	
CHAPTER I I: INTRODUCTION	
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1.2	Research Questions
1.3	Objectives of the Study
1.4	Significance of the Study
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2.2	Theoretical Framework
CHAPTER III: ANALYSIS	
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3.2	...
CHAPTER IV: FINDINGS AND DISCUSSION	
CHAPTER V: CONCLUSION	
5.1	Conclusion
5.2	Recommendation
REFERENCES	

11. LIST OF TABLES

This list refers to the captions written above each table. The numbering of tables/charts/images/appendices should use Arabic numerals.

Sample of the List of Tables:

LIST OF TABLES	
Tables	Page Numbers
(Mention tables attached to the thesis)	1
	2 etc.

12. LIST OF GRAPHICS

This list refers to the captions written above each graphic. The numbering of tables/charts/images/appendices should use Arabic numerals.

Sample of the List of Graphics:

LIST OF GRAPHICS	
Graphics	Page Numbers
(Mention graphics attached to the thesis)	1
	2 etc.

13. LIST OF FIGURES

This list refers to the captions written above each figure. The numbering of tables/charts/images/appendices should use Arabic numerals.

14. List of Terms and Acronyms

The glossary and list of abbreviations are important to include. Avoid excessive use of foreign terms and abbreviations. List all terms and abbreviations found in the thesis, without including page numbers.

15. Abstract (English version) Sample of Abstract:

ABSTRACT

ARTHUR MORGAN'S INDIVIDUATION IN *RED DEAD REDEMPTION 2*

Name : Tak Pantang Menyerah
NIM : 21020154001
Study Program : S1 – English Literature
Faculty : Faculty of Languages and Arts
Institution : Universitas Negeri Surabaya
Advisor : Dr. Ali Mustofa, S. S, M. Pd.
Year : 2025

Keywords: *Red Dead Redemption 2, Modern Literature, Jungian Archetypes, Moral Development, Emotional Engagement.*

This study aims to explore how *Red Dead Redemption 2* functions as a modern literary work by applying Carl Jung's archetypal theory and the individuation process, thereby engaging players in a journey of emotional and moral growth. The study employs quantitative analysis to validate the assumption of behavioral change and categorize the rated scenes, and qualitative analysis to interpret the findings of archetype and symbol. Both quantitative and qualitative data collection techniques were employed to examine how archetypes, such as the Hero, the Shadow, and the Wise Old Man, along with symbolic elements like the buck and the sunrise, influenced the character development of the protagonist, Arthur Morgan. Through the players' survey, the study identifies key moments in the game. It highlights their moral and emotional significance, while also validating that the players indeed experience profound emotional changes and even behavioral shifts while playing the game. The analysis, employing Jungian psychology, demonstrates how *Red Dead Redemption 2* transcends conventional literary forms by presenting an interactive narrative in which player decisions have a direct impact on the plot's development. The findings suggest that the game's integration of archetypes and symbols offers players a distinctive, real-time literary experience, facilitating a more profound emotional and psychological engagement than traditional media. In conclusion, *Red Dead Redemption 2* surpasses mere video games as entertainment, emerging as a contemporary literary genre that emphasizes active player participation in the moral and emotional evolution of the protagonist.

16. Abstract (Indonesian version) Sample of Abstract:

ABSTRAK

INDIVIDUASI ARTHUR MORGAN DALAM *RED DEAD REDEMPTION 2*

Nama : Tak Pantang Menyerah
NIM : 21020154001
Program Studi : S1 – Sastra Inggris
Fakultas : Fakultas Bahasa dan Seni
Institusi : Universitas Negeri Surabaya
Pembimbing : Dr. Ali Mustofa, S. S, M. Pd.
Tahun : 2025

Keywords: *Red Dead Redemption 2, Sastra Modern, Arketipe Jungian, Perkembangan Moral, Keterlibatan Emosional.*

Penelitian ini bertujuan untuk mengkaji bagaimana *Red Dead Redemption 2* berfungsi sebagai karya sastra modern dengan menerapkan teori arketipe Carl Jung dan proses *individuation* untuk melibatkan pemain dalam perjalanan pertumbuhan emosional dan moral. Penelitian ini menggunakan metode analisis kuantitatif untuk mendefinisikan asumsi perubahan perilaku dan mengklasifikasikan *scene* yang telah dinilai, dan analisis kualitatif untuk menafsirkan temuan arketipe dan symbol. Kedua Teknik pengumpulan data kuantitatif dan kualitatif, digunakan untuk meneliti bagaimana arketipe seperti *The Hero*, *The Shadow*, dan *The Wise Old Man*, serta elemen simbolik seperti *rusa jantan* dan *matahari terbit*, dimana hal tersebut memengaruhi perkembangan karakter tokoh utama, Arthur Morgan. Melalui survei terhadap para pemain, penelitian ini mengidentifikasi momen-momen penting dalam *video game* dan menyoroti makna moral serta emosional dari momen-momen tersebut, sekaligus memvalidasi bahwa para pemain memang mengalami perubahan emosi yang mendalam, bahkan perubahan perilaku saat memainkan *video game* ini. Analisis dengan pendekatan psikologi Jungian menunjukkan bahwa *Red Dead Redemption 2* melampaui bentuk sastra konvensional dengan menawarkan narasi interaktif di mana keputusan pemain secara langsung memengaruhi perkembangan alur cerita. Temuan penelitian menunjukkan bahwa integrasi arketipe dan simbol dalam permainan ini memberikan pengalaman sastra yang unik dan berlangsung secara *real-time* bagi para pemain, serta memungkinkan keterlibatan emosional dan psikologis yang lebih mendalam dibandingkan media tradisional. Kesimpulannya, *Red Dead Redemption 2* melampaui sekadar *video game* sebagai hiburan, dan muncul sebagai genre sastra kontemporer yang menekankan partisipasi aktif pemain dalam evolusi moral dan emosional sang protagonis.

17. Chapter and Subchapter Titles

Chapter titles should be written in capital letters. Chapter numbers should be written in Roman numerals and always start on a new page (right side). Subchapter titles should follow the format used in the table of contents, written in Arabic numerals. The first letter of each word should be capitalized, except for function words. The same rule applies to subsection titles, which follow the subchapter formatting.

Sample of Chapter and Subchapter Titles:

CHAPTER 1 INTRODUCTION

1.1 Background of the Study

18. References

All references cited in the thesis must follow the **APA Style 7th Edition** format. This style is widely used in academic writing, particularly in the social sciences, and ensures consistency and clarity in source documentation. The reference list should begin on a new page titled "**References**", centered and bolded at the top. All entries must be double-spaced and use a **hanging indent**, where the first line of each reference is flush left and subsequent lines are indented by 0.5 inches.

Each reference must include the following elements in order:

- **Author(s)**: Last name followed by initials. For works with up to 20 authors, list all names. For 21 or more, list the first 19, followed by an ellipsis (...) and the final author's name.
- **Publication Year**: Enclosed in parentheses. References taken must be published within the last 10 years, except for literary works and critical theories.
- **Title of the Work**: Italicized for books and reports; sentence case (only the first word and proper nouns capitalized).
- **Source Information**: Publisher name for books, journal name and volume for articles, or URL/DOI for online sources.

In-text citations must use the **author-date format**, e.g., (*Smith, 2020*). For direct quotations, include the page number: (*Smith, 2020, p. 15*).

For detailed examples and formatting rules, students are encouraged to consult the [APA Formatting and Style Guide \(7th Edition\) on Purdue OWL](#).