INSTRUCTIONS FOR PREPARATION OF A BIOCHEMISTRY 492 SENIOR THESIS

The following instructions and guidelines apply for preparation of all Biochemistry 492 theses. If you have any questions concerning the format of the thesis, check with Jeff Goldberg at the Biochemistry Office of Student Academic Affairs (419A RAL).

1. **THESIS**: this is a formal report of your results, describing your research problem and experimental approaches and interpreting your results.

2. **TITLE PAGE**: this must be arranged exactly in accordance with the model shown on the right (*`). This page only is single spaced.

3. **CONTENTS**: Each thesis must contain these sections in the order indicated on the Table of Contents (see figure below).
   - **Abstract** - this must also include the thesis title. See “Chapter 6: How to Prepare the Abstract” from How to Write & Publish A Scientific Paper by Robert A. Day.
   - **Introduction** - discuss scientific background, related literature and questions being addressed.
   - **Materials and Methods** - describe how the problem was addressed - experimental design and experiments conducted.
   - **Results and Discussion** - summarize experimental results showing data.
   - **Conclusions** - evaluate the results.
   - **Bibliography** - the format for the bibliography or footnotes should be that used in the J. of Biol. Chem.
   - **Figures and Tables** may be included in the body of the text rather than at the end of the thesis. Label and caption all Figures and Tables.

4. **COLLABORATION**: if the thesis work is the result of collaborative efforts, you must include in the experimental sections the collaborators’ names, along with an explanation of the nature of the collaboration. Students may be disqualified from consideration for graduation with distinction for failure to give proper credit.

5. **FORMAT**: the thesis must be double-spaced, 10-12 point font size, and printed on a letterquality printer. The same style/font of type must be used for ALL pages of the thesis. The thesis must be typed on good quality paper of standard size (8 ½ x 11”) with at least one inch margins on all sides. Illustrations and diagrams must be on paper 8 ½ x 11 inches. If the sheet is larger, it must be reduced to that size. Instead of inserting folded sheets, it is preferable to reduce the size of the drawing/photograph to 8 ½ x 11 inches and insert a clean photocopy.

6. **PAGE #s**: pages must be numbered at the center of the bottom or top of each page, or at the upper righthand corner at the beginning of the margin. Except for the BlackBordered Form and Title Page, every page of the thesis must be numbered (including Figures, Tables, etc.).

7. **FORMAT CHECK**: Students must present a final copy of their thesis to 419A RAL, or email an electronic version to Jeff Goldberg at jmgoldbe@illinois.edu for a format check no later than the end of the last week of instruction for the spring semester. Your research advisor will require the thesis earlier as he/she deems necessary, but you must have completed all revisions to the thesis prior to the format check deadline (i.e.: no additional corrections will be made).
8. **CERTIFICATION SHEET** (black bordered form): following the format check, this form must be signed by the research advisor and inserted into the final copy of the thesis to be submitted to the department. Forms for this purpose are available from the Biochemistry Office of Student Academic Affairs (419A RAL).

   **NOTE:** Be very careful when typing this form. It must be typed exactly as the shown and without corrections or white-out, etc.

9. **FINAL DEPOSIT:** Two paper copies of the thesis, with black-bordered certificate signed by your research advisor are due in 419A RAL by the end of finals week. Both copies must be presented **unbound in 9x12” brown envelopes** and with an extra copy of the title page permanently attached (taped/glued) to the outside front of each envelope. Also, check with your research advisor regarding the total number of copies he/she requires.

   ![UNIVERSITY OF ILLINOIS CERTIFICATION SHEET]

   **UNIVERSITY OF ILLINOIS**

   (month/day) 20 (yr)

   THIS IS TO CERTIFY THAT THE THESIS PREPARED UNDER MY SUPERVISION BY

   (type your full name here)

   ENTITLED (type your thesis title on these 2 lines)

   IS APPROVED BY ME AS FULFILLING THIS PART OF THE REQUIREMENTS FOR THE

   DEGREE OF (type “Bachelor of Science in Biochemistry”)

            (Advisor’s signature here)

            (type advisor’s full name here)

   Instructor in Charge

   Approved: (Dept. Head’s signature will go here)

   HEAD OF DEPARTMENT OF (type “Biochemistry”)

   Note: obtain your advisor’s signature only. The department will obtain the Dept. Head signature on this form after your thesis is received by the end of finals week and will deposit the thesis with LAS.

10. Following a satisfactory final format check by Jeff Goldberg, the Black-border form will be turned in for signature to the Head of the Department and will then be submitted to the Dean of LAS (the Department does this).

11. **HONORS:** for more detailed information on Departmental Distinction in Biochemistry and the Biochemistry Senior Thesis Awards, see the additional instruction sheet on Deadlines and Honors.

   **NOTE:** Many Seniors (those of you with at least a 3.25 GPA) will submit a thesis two different times during the semester. The first is due (PDF copy) in early April for Awards and Distinction review and a second time is at the end of the semester (two paper copies) with all the other seniors. Contact me if you have any questions.