



Title Goes Here with an Optional Subtitle:

A StFX Student Success Centre Template

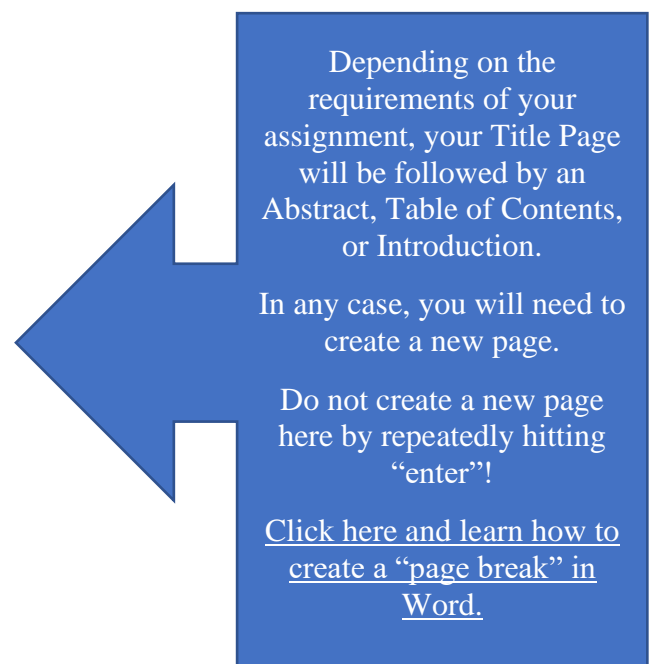
Author's Name

Name of Department, Name of University

Course #: Course Name

Professor's Name

Due Date



Abstract

If an abstract is required, it will go here.



Headings using “Styles” are necessary for generating a Table of Contents.

[Click here and learn how to modify your heading “Styles” in Word so that they conform to APA formatting.](#)



The Abstract is written on a separate page. You will therefore need insert a “page break” here.

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There are no guidelines in APA for a Table of Contents. If a Table of Contents is require, [click here and learn how to insert one in Word.](#)

(It will be necessary to first learn how to establish heading styles. See above.)

Title Goes Here with an Optional Subtitle: A StFX Student Success Centre Template

Notice that the title of your essay is a Level 1 Heading. It therefore has capital letters for all words except articles, prepositions and conjunctions. It is also bolded and centered. Here is where you will write your introduction. You may need to add sections and subsections, so will have Levels 2 and 3 Headings.

Level 2 Heading

Notice that the Level 2 Heading has capital letters for all words except articles, prepositions and conjunctions. It is also bolded and left-justified. The text under this heading begins in a new paragraph. You may even have to have further levels of subsections.

Level 3 Heading

Notice that the Level 3 Heading has capital letters for all words except articles, prepositions and conjunctions. It is also bold italics and left-justified. The text under this heading will begin in a new paragraph.

Level 4 Heading. Notice that the Level 4 Heading has capital letters for all words except articles, prepositions and conjunctions. It is also bold, indented, and followed by a period. The text under this heading will start immediately after the heading.

Level 5 Heading. Notice that the Level 5 heading has capital letters for all words except articles, prepositions and conjunctions. It is also bold italics, indented, and followed by a period. The text under this heading will start immediately after this heading.

Purpose of the Study

Here is where you will describe the purpose of the study.

Method

Notice that the Methods section is a Level 1 Heading but it does not need to begin at the top of the page. In this section, you will describe your methodology and methods. You will need headings for this section, such as sample, instruments, and design.

Level 2 Heading

The text under this heading begins in a new paragraph. You may even have to add further levels of subsections.

Level 3 Heading

The text under this heading will begin in a new paragraph.

Results

Notice that the Results section has a Level 1 Heading. In this section, you might require headings for subsections.

Level 2 Heading

Here is where you will add a section about a topic within your findings.

Level 3 Heading

A subsection will be written here.

Discussion

Here is where you will begin to write your discussion. Notice that the Discussion section requires a Level 1 Heading, but it will not begin on a new page.

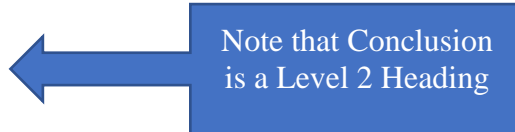
Level 2 Heading for the Findings

Here is where you will describe your findings.

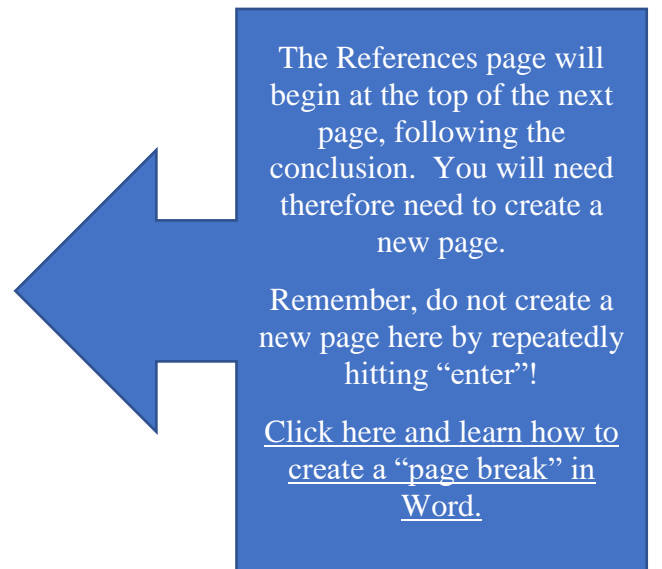
Level 3 Heading

Here is where you will write a subsection.

Conclusion



Here is where you will begin to write your conclusions. Notice that the Conclusion section requires a Level 2 heading within the Discussion section.



References

Bolton, G. (2014). *Reflective practice: Writing and professional development* (4th ed.). Sage.

Brookfield, S. D. (2012). Critical theory and transformative learning. In P. Cranton, & E. W. Taylor (Eds.), *The handbook of transformative learning: Theory, research, and practice* (pp. 133-144). Jossey Bass.

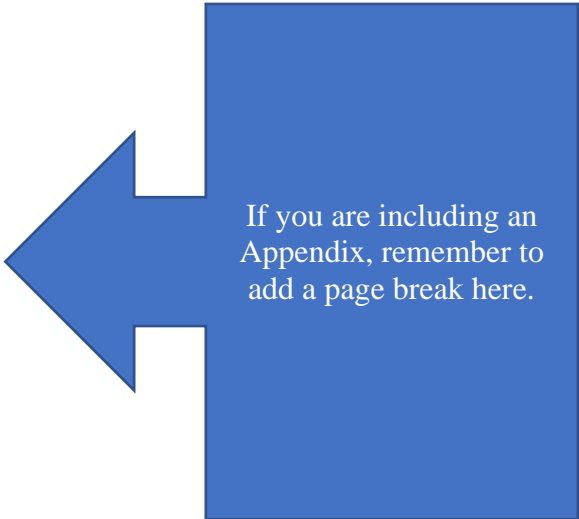
Markusen, A. (2006). Urban development and the politics of a creative class: Evidence from a study of artists. *Environment and Planning A*, 38(10), 1921-1940.

<https://doi.org/10.1068%2Fa38179>




Don't use tabs or spaces to create hanging indents!

[Click here and learn how to create hanging indents the right way in Word.](#)



If you are including an Appendix, remember to add a page break here.

Appendix



If your paper has more than one Appendix, include them on separate pages, and title them Appendix A, Appendix B, and so on.