

Dissertation layout

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The structure is as follows. Each section must start on a new page

1. Title page
2. Declarations
3. Acknowledgements
4. Table of Contents
5. Abstract (approx. 150 words)
6. Chapter 1 – Introduction/Literature review (approx. 4,000 words)
7. Chapter 2 – Method (from 500- 1500 words)
8. Chapter 3 – Results (from 500-2000 words)
9. Chapter 4 – Discussion (approx. 3,000 words)
10. Reference List
11. Appendices

REMEMBER!!! Alongside this formatting information, you must refer to the APA guidelines (for table, references and layout)

Format

The title itself should be a maximum of 15 words. Also include your student number, 'Dissertation in Psychology' and the year of submission.

1. Title Page

2. Declarations: The Declaration Sheet (which can be found in Appendix A of the handbook) must follow the title page. The Declaration Sheet must be signed at the three appropriate spaces.

3. Acknowledgements: Staff, academics outside of UWTSD who have helped you, those who have made your data collection possible and moral support from family and friends

4. Table of Contents: This page is generated last, i.e. when the dissertation is finished and in its final version. It should include all chapters, the Reference List, List of Tables, List of Figures and a List of the Appendices – all with the appropriate page numbers.

Abstract

Your abstract must be approximately 150 words and include:

- a) The overall aims/hypotheses.
 - b) A synopsis of the methods used.
 - c) A brief description of the participants.
 - d) A summary of the major findings.
 - e) The conclusions based on the results.
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Chapter 1 – Introduction/Review of Literature

a) Recent research and extensive use of journals is essential.

b) Citing reports that go against your hypotheses as well as those that support it is essential.

c) All sources must be acknowledged, be correctly cited, and all cited sources must appear in the References.

d) Finish by honing in on your particular study and explain its rationale, but in more depth.

e) You must state your specific study hypotheses/research questions.

Design

Whether the design is between- or within-subjects, or a mixed design; whether the study is, for example, correlational, experimental, qualitative; the independent and the dependent variables if quantitative; the intended analysis plan

Participants

Describe your participants i.e., who you were targeting for your research and why; Their mean age, the standard deviation, the age range and (if appropriate) male: female ratio (remember that you cannot provide mean scores or SDs for categorical variables – frequencies, percentages, or ratios are needed here); If you have examined different groups, each group needs to be described in terms of the important demographic or psychosocial characteristics.

Chapter 2 – Method

Layout of text

The typescript should be written in Times New Roman and in 12-point font. The lines should be double spaced on A4 paper. Make sure both your left and right hand margins are 2.5cm wide.

Page numbering

- Page numbers should be located at top right of the page.
- The entire work, including references and appendices, should be numbered consecutively from the first page of the first chapter.
- Preliminaries such as Table of Contents, Abstract and Acknowledgements should be numbered in lower case Roman numerals (i. ii. iii etc.).

Materials

What materials you developed or used for this study, and how you identified, developed and adapted them (if necessary) for your own study. The description of the materials must be detailed enough to allow anyone to replicate your study and should include reference to example materials in your appendices.

If your study involves the manipulation of experimental stimuli (e.g. computer images or word lists) these must be fully explained. It must be clear from where you identified/obtained the stimuli set, how you adapted or developed the stimuli for your study, and specific details about how the stimuli were created for your study.

You must describe the nature of each questionnaire, including any sub-scales, example items, any reverse-coding or scoring instructions, and the psychometric properties of each validated scale. Here, you should report psychometric properties of the existing measures based on similar studies; you then need to report your own reliability statistics for your own study (remember that you will be expected to discuss the psychometric strength of your measures in your discussion).

Qualitative design you need to describe how you developed your interview questions or topic guide, briefly describing key literature that has been used to inform the questions you have asked. You will need to summarise the topics being explored in your interview/focus group and refer readers to the full interview schedule/topic guide in the appendices. You must clearly document how you have ensured your questions are appropriate for your target group (readability, grammatical sense, and ethical sensitivity). If you have provided any other study materials (e.g., provision of additional written information about a particular issue) you also need to define the development of this clearly.

Procedure

This is where you describe what you did. The reader should be able to answer the following questions when he or she has read this sub-section.

1. Was there a pilot test, on how many participants, and if there were any weaknesses identified, were these rectified for the actual study?



2. How were participants approached? What was the sampling method?



3. Did participants give informed consent? What instructions did they receive? Had any organisation given permission to run the study? Was parental consent needed and given? Were they debriefed? How?



4. How were the data collected exactly? Questionnaires? Interviews? And how were they returned? Filled in on the spot? A collection point?



5. Ethics -how were these dealt with? (You will be required to include your approved School Research Ethics Form as an appendix in your final dissertation).

REFER READER TO APPENDICES

Chapter 3– Results

Report your main study findings in a clear, concise and systematic way: For each hypothesis, state: APA FORMAT

- Descriptive (means, percentages)
- Inferential statistics (Anovas)
- Tables
- Results and discussion together
- Theme tables/ diagrammatic representations
- Present themes/sub-themes

All tables and figures should be numbered (Table 1:, Table 2: etc.) and labelled (e.g. Table 1: Mean scores and standard deviations across both groups).

All tables and figures should be listed in the Table of Contents.

They must follow the APA formatting guidelines

Chapter 4 – Discussion

Step 1: Remind your reader very briefly of what the study was about. Avoid repetition, keep it short.

Step 2: Give a brief summary of your first key finding, but do not simply repeat what you wrote in Chapter 3. How does your finding compare to the findings of others? Remember you have discussed these (also those that go against your hypotheses) in Chapter 1.

Step 3: Discuss whether you have found new evidence or more evidence to support a particular notion. Discuss the implications of these findings. (For example, is it fair to conclude based on your evidence that working women with children are more prone to stress than working women without children?). If your findings do not support past research, say so. Indicate why you think this might be.

Step 4: Discuss the limitations of your study. This is essential. There is no such thing as ‘the perfect study’! However, this must be a constructive discussion acknowledging the limitations of an undergraduate study: do not destroy everything you have tried to do but be honest about what could have been done better in an ideal world. What would you do differently if you were to run the study again? What problems did you face (e.g. recruitment, biased samples, poor measures) and how could these have been overcome?

Step 5: Make suggestions of how your study could be taken one step further in future research. In other words, based on your findings, what might the next research question be?

CONCLUSION: Finally, you must summarise your project, and report the key implications of your study in terms of the psychological literature and its application to the real world.

Reference List

- The Reference List should be impeccable and in APA style.

Appendices

An appendix usually includes detailed material (such as tables, questionnaires etc) that would be of interest to the reader but would interrupt the flow of the main text. We have noted throughout this document which documents you definitely need to include in the Appendices. These include:

- Copies of Questionnaires/Images used etc
- SPSS/transcripts
- Copy of consent form
- Copy of debrief form if necessary
- Ethics form
- Copies of letters of approval from outside organisations if appropriate

PROOF READ

- You need to submit your dissertation on turnitin (draft and final copy)
- You need to submit **ONE bound hard copy** to your supervisor on Friday 5th April no later than 12 noon.

Weightings

Section	Max
Introduction and Literature Review	20%
Method	20%
Results	20%
Discussion	20%
Viva Voce	10%
Research Proposal	10%
Total	100%