

# Essay Writing and Thesis Preparation

## FINDING STYLE MANUALS IN THE LIBRARY CATALOGUE

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To find style manuals using the Library Catalogue, search by **Subject** using one of the following subject headings:

Authorship—Handbooks, Manuals, etc.  
Report Writing  
Report Writing—Handbooks, Manuals, etc.  
Technical Writing [for scientific style manuals]

For style manuals relating to a particular subject use:

[name of Subject]—Authorship

e.g. Psychology—Authorship

## GENERAL STYLE MANUALS

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These guides are designed to assist authors, editors, and scholars involved in writing and preparing manuscripts for publication. They cover the fine points of accepted usage, grammar, style, and production procedures. All guides listed in this section include standardized formats for documentation and provide examples of bibliographic citations.

Lunsford, Andrea A. *The St. Martin's Handbook*.  
Boston, St. Martin's, 2003.

REF PE1112.L86 2003

Strunk, William. *The Elements of Style*. 5<sup>th</sup> ed. New  
York, Pearson Longman, c2009.

PE1408.S772 2009 (Floor 3)

*New York Public Library Writer's Guide to Style and  
Usage*. New York, HarperCollins, 1994.

REF PE1421.N46

*Editing Canadian English*. 2<sup>nd</sup> ed. Toronto,  
Macfarlane Walter and Ross, 2000.

REF PE3227.E35 2000

Hacker, Diana. *A Canadian Writer's Reference*. 4<sup>th</sup>  
ed. Boston, Bedford/St. Martin's, 2008.

REF PE3227.H33 2008 or online access via Library  
Catalogue

Van Leunen, Mary-Claire. *Handbook for Scholars*.  
Rev. ed. New York, Oxford, University Press, 1992.

REF PN146.V36 1992

*The Canadian Style: A Guide to Writing and  
Editing*. Rev. ed. Toronto, Dundurn Press, 1997.

REF PN147.C36 1997 or online access via Library  
Catalogue

Gibaldi, Joseph. *MLA Style Manual and Guide to  
Scholarly Publishing*. 3<sup>rd</sup> ed. New York, Modern  
Language Association of America, 2008.

REF PN147.G444 2008

*Merriam-Webster's Manual for Writers and Editors*.  
Rev. ed. Springfield, Mass., Merriam-Webster, 1998.

PN147.M39 1998 (Floor 3)

Lipson, Charles. *Cite Right: A Quick Guide to  
Citation Styles*. Chicago, University of Chicago Press,  
2006.

RRF PN171.F56L55 2006

*The Chicago Manual of Style*. 16<sup>th</sup> ed. Chicago,  
University of Chicago Press, 2010.

Online access via Library Catalogue

*Guide du redacteur de l'Administration Fédérale*.  
Ottawa, Direction de l'information, Bureau des  
traductions, 1983.

Online access via Library Catalogue

Thibault, Danielle. *Bibliographic Style Manual*.  
Ottawa, Supply and Services Canada, 1990.

REF Z1001.T44

## STYLE MANUALS FOR UNDERGRADUATE TERM PAPERS

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Guides listed in this section are aimed at undergraduates and cover procedures for the research and preparation of term papers including data collection, writing, bibliographic citation and the presentation of term papers in a conventional format. Some University departments produce their own style guides or require that a particular style be followed. Students are advised to check this with their Departments.

Northey, Margot. *Making Sense; A Student's Guide  
to Research and Writing: Psychology and the Life  
Sciences*. 3<sup>rd</sup> updated ed. Don Mills, Oxford University  
Press, 2005.

REF BF76.7.N67 2005

- Northey, Margot. *Making Sense: A Student's Guide to Research and Writing: Geography & Environmental Sciences*. 4<sup>th</sup> ed. Don Mills, Ont., Oxford University Press, 2007.  
RSV G74.N67 2009
- Northey, Margot. *Making Sense: A Student's Guide to Research and Writing: Social Sciences*. 3<sup>rd</sup> ed. Don Mills, Oxford University Press, 2007.  
REF H62.N687 2007
- Cuba, Lee J. *Short Guide to Writing About Social Science*. 4<sup>th</sup> ed. New York, Longman, 2002.  
REF H91.C78 2002
- Floyd, Richard. *Success in the Social Sciences; Writing and Research for Canadian Students*. Toronto, Harcourt Brace, 1995.  
REF H91.F56
- Buckley, Joanne. *Fit to Print: The Canadian Student's Guide to Essay Writing*. 6<sup>th</sup> ed. Toronto, Nelson, 2004.  
REF LB2369.B83 2004
- Dees, Robert. *Writing the Modern Research Paper*. 4<sup>th</sup> ed. New York, Longman, 2003.  
REF LB2369.D44 2003
- MLA Handbook for Writers of Research Papers*. 7<sup>th</sup> ed. New York, Modern Language Association of America, 2009.  
REF LB2369.G52 2009
- Lester, James D. *Writing Research Papers: A Complete Guide*. 11<sup>th</sup> ed. New York, Pearson/Longman, 2005.  
LB2369.L4 2005 (Floor 4)
- Letourneau, Jocelyn. *Le coffre à outils du chercheur débutant: Guide d'initiation au travail intellectuel*. Rev. ed. Montreal, Boréal, 2006.  
REF LB2369.L47 2006
- Northey, Margot. *Making Sense: A Student's Guide to Research and Writing*. 5<sup>th</sup> ed. Don Mills, Oxford University Press, 2007.  
REF LB2369.N67 2006
- Northey, Margot. *Making Sense in the Humanities: A Student's Guide to Writing and Style*. Toronto, Oxford University Press, 1990.  
LB2369.N675 (Floor 4)
- Notes on the Preparation of Essays in the Arts and Sciences*. 4th ed. Peterborough, Academic Skills Centre, Trent University, 1993.  
REF LB2369.N68 1993
- Robertson, Hugh. *The Research Essay: A Guide to Essays and Papers*. 5<sup>th</sup> ed. Ottawa, Piperhill Pubs., 2001.  
LB2369.R62 2001 (Floor 4)
- Stewart, Kay L. *Essay Writing for Canadian Students: With Readings*. 5<sup>th</sup> ed. Toronto, Pearson Prentice-Hall, 2004.  
RSV LB2369.S73 2004
- Turabian, Kate L. *Student's Guide for Writing College Papers*. 3rd ed. Chicago, University of Chicago Press, 1976.  
LB2369.T82 1976 (Floor 4)
- Barnet, Sylvan. *A Short Guide to Writing about Literature*. 1<sup>st</sup> Canadian ed. Don Mills, Addison-Wesley, 1997.  
PE1479.C7B3 1997 (Floor 3)
- Lipson, Charles. *Doing Honest Work in College: How to Prepare Citations, Avoid Plagiarism, and Achieve Real Academic Success*. Chicago, Chicago UP, 2008.  
REF PN171.F56L56 2008
- Northey, Margot. *Making Sense: A Student's Guide to Research and Writing: Engineering and Technical Sciences*. Don Mills, Oxford University Press, 2005.  
REF T11.N67 2004

## STYLE MANUALS FOR THESES AND DISSERTATIONS

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Procedures for preparing research proposals, conducting research, compiling bibliographies, defending theses, and presenting theses in an acceptable format, etc. are outlined in the guides listed in this section.

- Beaud, Michel. *L'art de la thèse*. Paris, Editions La Découverte, 2003.  
REF LB2369.B328 2003
- Bolker, Joan. *Writing your Dissertation in Fifteen Minutes a Day: A Guide to Starting, Revising, and Finishing your Doctoral Thesis*. New York, H. Holt, 1998.  
LB2369.B57 1998 (Floor 4)
- Dunleavy, Patrick. *Authoring a PH.D: How to Plan, Draft, Write and Finish a Doctoral Thesis or Dissertation*. New York, Palgrave Macmillan, 2003.  
LB2369.D85 2003 (Floor 4)
- Madsen, David. *Successful Dissertations and Theses*. 2<sup>nd</sup> ed. San Francisco, Jossey-Bass, 1992.  
LB2369.M32 1992 (Floor 4)
- McRae, Bradley C. *How to Write a Thesis and Keep Your Sanity: A Thesis Writer's Handbook*. Halifax, Dalhousie University, 1979.  
LB2369.M37 (Floor 4)

Preece, R.A. **Starting Research: An Introduction to Academic Research and Dissertation Writing.** London, Pinter, 1994.

LB2369.P69 (Floor 4)

Luey, Beth, ed..**Revising your Dissertation: Advice from Leading Editors.** Berkeley, University of California Press, 2008.

LB2369.R49 2008 (Floor 4)

Rudestam, Kjell Erik. **Surviving Your Dissertation: A Comprehensive Guide to Content and Process.** 3<sup>rd</sup> ed. Los Angeles, Sage, 2007.

LB2369.R83 2007 (Floor 4)

Single, Peg Boyle. **Demystifying Dissertation Writing: A Streamlined Process from Choice of Topic to Final Text.** Sterling, Va., Stylus Publ., 2010.

REF LB2369.S55 2010 (Floor 4)

Turabian, Kate L. **A Manual for Writers of Research Papers, Theses, and Dissertation : Chicago Style for students and researchers.** 7<sup>th</sup> ed. Chicago, Ill., University of Chicago Press, 2007.

RRF LB2369.T8 2007

Sternberg, David Joel. **How to Complete and Survive a Doctoral Dissertation.** New York, St. Martin's Griffin, 1981.

LB2386.S75 (Floor 4)

**The MLA Style Manual and Guide to Scholarly Publishing.** 3<sup>rd</sup> ed.

REF PN147.G444 2008

Modern Humanities Research Association. **M.H.R.A. Style Book; Notes for Authors, Editors, and Writers of Theses.** 4th ed. London, 1991.

REF PN147.M65 1991

## SPECIAL WRITING MANUALS

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The manuals listed below pertain to writing in general or to a particular discipline or address themselves to special problems in style, for example, the citation of microform and non-print media. Also included here is a French-language style manual of a more general nature: *Guide de présentation des manuscrits*, listed below.

Mitchell, Mark. **Writing for Psychology.** 3<sup>rd</sup> ed. Belmont, CA, Wadsworth/Cengage Learning, 2010.

REF BF76.7.M58 2010

**Publication Manual of the American Psychological Association.** 6th ed. Washington, D.C., American Psychological Association, 2010.

REF BF76.7.P83 2010

Beech, John R. **How to Write in Psychology: A Student Guide.** Malden, MA, Wiley-Blackwell Pub., 2009.

BF76.8.B425 2009 (Floor 5)

Sternberg, Robert J. **The Psychologist's Companion: A Guide to Scientific Writing for Students and Researchers.** 4<sup>th</sup> ed. Cambridge, Cambridge University Press, 2003.

REF BF76.8.S73 2003

Storey, William Kelleher. **Writing History: A Guide for Students.** 3<sup>rd</sup> ed. New York, Oxford University Press, 2009.

REF D16.S76 2009

Wingell, Richard. **Writing about Music: An Introductory Guide.** 4<sup>th</sup> ed. Upper Saddle River, N.J., Pearson Prentice Hall, 2009.

ML3797.W54 2009 (Floor 3)

**The Practical Guide to Writing: With Readings and Handbook.** Canadian ed. Toronto, Longman, 2003.

PE1408.P733 2003 (Floor 3)

**Archival Citations: Suggestions for the Citation of Documents at the Public Archives of Canada.** Ottawa, Public Archives of Canada, 1983.

REF PN171.F56A7

Lipson, Charles. **Doing Honest Work in College: How to Prepare Citations, Avoid Plagiarism, and Achieve Real Academic Success.** 2<sup>nd</sup> ed. Chicago, University of Chicago Press, 2008.

REF PN171.F56L56 2008

**The Canadian Press Stylebook: A Guide for Writing and Editing.** 14<sup>th</sup> ed. Toronto, Canadian Press, 2006.

REF PN4783.C36 2006

Booth, Wayne C. **The Craft of Research.** 3<sup>rd</sup> ed. Chicago, University of Chicago Press, 2008.

REF Q180.55.M4B66 2008

**The ACS Style Guide.** 2<sup>nd</sup> ed. Washington, American Chemical Society, 1997.

REF QD8.5.A25 1997

Pechenik, Jan A. **A Short Guide to Writing about Chemistry.** 1<sup>st</sup> ed. New York, Longman, 2010.

REF QD8.5.P43 2010

**Geowriting: A Guide to Writing, Editing, and Printing in Earth Science.** 5<sup>th</sup> ed. Alexandria, Va., American Geological Institute, 1995.

REF QE48.85.G44 1995

Pechenik, Jan A. **A Short Guide to Writing about Biology.** 7<sup>th</sup> ed. New York, Longman, 2010.

REF QH304.P43 2010

Montgomery, Scott L. *The Chicago Guide to Communicating Science*. Chicago, University of Chicago Press, 2003.

REF T10.5.M65 2003

Goldbort, Robert. *Writing for Science*. New Haven, Yale University Press, 2006.

T11.G626 2006 (Floor 1)

Miller, Jane E. *The Chicago Guide to Writing About Numbers*. Chicago, University of Chicago Press, 2004.

REF T11.M485 2004

*Scientific Style and Format: the CSE Manual for Authors, Editors, and Publishers*. 7th ed. Reston, C.S.E. & Rockefeller University Press, 2006.

REF T11.S386 2006

*Science and Technical Writing: A Manual of Style*. 2<sup>nd</sup> ed. New York, Routledge, 2001.

REF T11.S378 2001

Garner, Diane L. *The Complete Guide to Citing Government Information Resources: A Manual for Writers and Librarians*. Rev. ed. Bethesda, Md., Congressional Information Service, 1993.

MDR Z1001.G28 1993

Thibault, Danielle. *Bibliographic Style Manual*.

Ottawa, Supply and Services Canada, 1990.

REF Z1001.T44

## CITING ELECTRONIC RESOURCES

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Harmon, Charles. *Using the Internet, Online Services, and CD-ROMs for Writing Research and Term Papers*. 2<sup>nd</sup> ed. New York, Neal-Shuman, 2000.

REF LB1047.3.U75 2000

Li, Xia. *Electronic Style: A Handbook for Citing Electronic Information*. 2<sup>nd</sup> ed. Medford, N.J., Information Today, 1996.

REF PN171.F56L5 1996

Walker, Janice R. *The Columbia Guide to Online Style*. New York, Columbia University Press, 2006.

REF PN171.F56W35 2006

University of Chicago Press. *Chicago Guide to Preparing Electronic Manuscripts: For Authors and Publishers*. Chicago, University of Chicago Press, 1987.

Z286.E43U54 (Floor 1)

Thibault, Danielle. *Bibliographic Style Manual: Section 3: Electronic Documents*. Ottawa, Canadian Government Publishing, 1998.

MDR Z1001.T44 SUP.

## ONLINE WRITING AND STYLE GUIDES

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From the Library Web site click on **Cite your Sources** (under **Help**).

### WRITING TUTORIAL SERVICE

Learn to write better papers!

Visit Learning Support Services, 4<sup>th</sup> floor of the Library, or call 613-520-2600, ext. 1125 to make an appointment.