

Using a Style Guide

You must use a style guide in conjunction with the Format Manual to format your document. Please consult with your chair/department for specific recommendations on which style guide is appropriate for your field of study.

Any aspect of the document not addressed in the [Format Manual](#) is subject to the guidelines of your chosen style guide. You will use your style guide (if applicable) to format the following elements of your thesis/dissertation:

- Heading structure and style (e.g., centered or flush left, etc.) for each level
- Table format (e.g., gridlines) and style of table titles (e.g., italics, above the table)
- Style of figure captions (e.g., flush left, below the figure)
- Citation method (e.g., numbers or author names) and format (e.g., parentheses or brackets)
- Reference list (or notes/bibliography) format (e.g., author-date, publication type, alphabetical, etc.)
- Quotation format (e.g., spacing/indenting of block quotes)

Style Guide Links

Use the most current version of your chosen style guide to ensure following the publication standards in your field of study. Below are links to the ASU Library style guide information pages.

[APA](#)
[Chicago](#)
[Turabian](#)
[MLA](#)

Format Review

While the Graduate College format advisors do not review documents for strict adherence to style guide requirements, they may still require revisions if you do not apply the chosen style guide consistently throughout the text. The student and his/her chair are ultimately responsible for ensuring the thesis/dissertation follows the selected style guide.