

## **Example Formatting for Epigraphs and Transcripts**

### **How to Format a Chapter Epigraph**

Incorrect:

#### **Chapter 2**

##### **Literature Review**

*“Epigraph material. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Sed in imperdiet lorem, a interdum odio. Orci varius natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Nullam ut ullamcorper est, aliquet rutrum lorem” (Citation, 20XX).*

Body text. Pellentesque ut augue aliquam, bibendum lectus vel, pulvinar arcu. Vivamus bibendum leo sit amet enim vehicula porttitor. Integer eleifend urna non auctor posuere. Interdum et malesuada fames ac ante ipsum primis in faucibus. Cras egestas diam a nisl blandit scelerisque. Vivamus in ex in metus lacinia suscipit et sed risus. Ut non scelerisque sem. Morbi varius blandit magna.

Correct:

#### **Chapter 2**

##### **Literature Review**

Epigraph material. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Sed in imperdiet lorem, a interdum odio. Orci varius natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Nullam ut ullamcorper est. (Citation, 20XX)

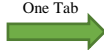
Body text. Pellentesque ut augue aliquam, bibendum lectus vel, pulvinar arcu. Vivamus bibendum leo sit amet enim vehicula porttitor. Integer eleifend urna non auctor posuere. Interdum et malesuada fames ac ante ipsum primis in faucibus. Cras egestas diam a nisl blandit scelerisque. Vivamus in ex in metus lacinia suscipit et sed risus. Ut non scelerisque sem. Morbi varius blandit magna.

[Note: Please use block quote style in-text citation for epigraphs; do not include quotation marks, and do not include the citation in the quote’s punctuation, but outside of it.]

## How to Format a Transcript

Correct:

Body text. Pellentesque ut augue aliquam, bibendum lectus vel, pulvinar arcu. Vivamus bibendum leo sit amet enim vehicula porttitor. Integer eleifend urna non auctor posuere. Interdum et malesuada fames ac ante ipsum primis in faucibus. Cras egestas diam a nisl blandit scelerisque. Vivamus in ex in metus lacinia suscipit et sed risus. Ut non scelerisque sem. Morbi varius blandit magna.

Hilton:  When you are actually working—either developing an oral presentation or writing a journal article—where do you do it?

John: Today almost exclusively in my office at home. That's a change.

Hilton: At home?

John: At home. That's a change. For the first, oh I don't know, ten years or so of my time here at Stanford on the faculty, I worked in my office at work, generally early in the morning or late at night. It is still early in the morning or late at night, but now it is at home. It just became a more comfortable place for me to be and I have no qualms about saying my office at home is definitely my nest. It's the way I want it to be, it's where I am most comfortable. So if I take my laptop out in the kitchen I can do certain things, but I can't write as well there as I can in my nest. If you saw my nest you'd understand that.

Body text. Pellentesque ut augue aliquam, bibendum lectus vel, pulvinar arcu. Vivamus bibendum leo sit amet enim vehicula porttitor. Integer eleifend urna non auctor posuere. Interdum et malesuada fames ac ante ipsum primis in faucibus. Cras egestas diam a nisl blandit scelerisque. Vivamus in ex in metus lacinia suscipit et sed risus. Ut non scelerisque sem. Morbi varius blandit magna.

[Notes:

1. Transcripts included in text should not take up more than three quarters of a page without being broken up by other body text. Anything longer should be included in the Appendix and referenced in the text.
2. Most transcripts included in thesis documents will use only the first name of a subject, but if first and last names are included in the text, then the full names should be introduced in the preceding paragraph, and their initials should be used to indicate which subject is speaking. For example, in the transcript example here, the subjects are Hilton Obenzinger and John Bravman. If I have named both of them as the speakers in this transcript in the previous paragraph, then I would use HO and JB to indicate who is speaking.]