MID-AMERICA
BAPTIST THEOLOGICAL SEMINARY

A Supplement to
A Manual for Writers of Research Papers, Theses, and Dissertations,
by Kate L. Turabian, 9th Edition

by the
Form and Style Committee
Mid-America Baptist Theological Seminary
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"...that in all things He might have the preeminence." Colossians 1:18

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Preface

As Paul exhorts in 2 Timothy 2:15: “Be diligent to present yourself approved to God as a workman who does not need to be ashamed, accurately handling the word of truth” (NASB). In higher education, research and writing provide the means of proof, which requires a standard of excellence for presentation. This standard comes in the form of a style guide.

Mid-America Seminary has adopted *A Manual for Writers of Term Papers, Theses, and Dissertations*, 9th edition (Turabian) as its form and style standard for the writing of term papers, reports, seminar papers, doctor of ministry projects/dissertations, and doctor of philosophy dissertations. Turabian 9 sets forth the guidelines students must follow.

This supplement points out preferences and exceptions to Turabian adopted by the MABTS Form and Style Committee. The committee endeavors to keep these exceptions to a minimum. In addition, the supplement includes notes on the various parts of a paper, along with sample title, contents, text, and bibliography pages.

Supplement to *A Manual for Writers of Term Papers, Theses, and Dissertations*

A Manual for Writers of Term Papers, Theses, and Dissertations, Ninth Edition (Turabian) is the primary standard for form and style in the writing of term papers, reports, seminar papers, ministry projects, and dissertations. If Turabian is not clear, the student should refer to this guide. If these resources offer no clear pattern, then a student may consult his or her professor. If further clarification is needed concerning any matter related to form and style, the student may consult the Form and Style Committee. The goal is to achieve a form that is correct and consistent throughout the paper.

Exceptions to Turabian 9 and Items of Emphasis

15.3	The Notes-Bibliography Style, as noted in chapter 17 of Turabian 9, is the standard for source citation at MABTS. You must use the footnotes and bibliography referenced. See pages 11-12 and 29. Do not use the Author-Date Style referenced in chapter 18 of Turabian 9.
15.4	For all electronic sources, include the access date.
16.2.2.1	In the bibliography, repeat the author's name for all entries after the first.
16.3.1	Endnotes are not permitted.
16.3.4	Use superscript numbers both in the text and footnote numbers preceding the notes. MS Word superscripts footnote numbers automatically.
16.4.1	Subsequent footnotes should include the author's surname, title or abbreviated title, and page reference (all to be modified to fit on a one-line footnote). Do not use the author's last name and page number only.
17	Cite all works (including newspaper articles, theological and/or specialized reference works) both in the footnotes and the bibliography. Include the facts of publication when possible.
21.1	A terminal punctuation should be followed by a single space.
22.2.1	Transliteration of foreign languages is not allowed for seminar papers and dissertations.

24.1.2	For footnote entries, spell out the full title of journals and standard reference works in the first entry. For subsequent footnotes of the same source, see 16.4 and 16.4.1.
24.4.3	When noting dates and eras, always use BC and AD, except in direct quotations.
24.6	See the next section for detailed instructions on biblical abbreviations.
25.2.2	Block quotations are used only with a prose quotation of five or more lines. A block quotation is indented .5" from the left margin.
A.1.1	The left margin of each page is 1.5"; the right margin is 1 inch.
A.1.2	Use only a 12-point Times New Roman or Cambria font for all papers in text and footnotes. For biblical languages, use the appropriate 12-point font.
A.1.3	Indent (by .5" or one tab) paragraphs, block quotations, and the second line, along with all succeeding lines, of bibliographical entries.
A.1.4	Always place page numbers flush with the top right-hand margin. The MS Word default for page numbers in the header is acceptable.
A.2.1	Use the appropriate title page model in this supplement.
A.2.1	Dedications are not permitted at MABTS.
A.2.1	Always include page numbers (top right) in front matter pages, using lowercase Roman numerals for contents pages (ii).
A.2.1.7	For the table of contents, see Turabian 9, Figures A.3 and A.4. However, number the introduction as chapter 1 and conclusion as the last chapter of a dissertation or ministry project, unlike Figures A.3 and A.4.
A.2.2.3	For chapter titles, follow the model in Turabian (Fig. A.9). Do not use all caps for your heading.
A.2.2.4	For paper subheadings, follow the model in this supplement. Do not underline.
Notes:	Write all entrance papers for the PhD program, seminar papers, dissertations, and ministry projects in formal style, which means no first-person or second-person point of view.
	Professors may allow exceptions for non-doctoral papers or essays.

Guidelines for Citing Scripture (24.6)

- Spell out the book names of the Bible in the main text but use the traditional abbreviations in parenthetical or reference material (24.6.1; also included in this supplement).
    - Genesis 1:1 states, “In the beginning, God created the heaven and the earth.”
    - The Bible states, “In the beginning, God created the heaven and the earth” (Gen. 1:1).
- When referring to Scripture, *book* is not capitalized (e.g., the book of Job).
- References to passages cited should be put in parentheses within the main text rather than in a footnote.
- Indicate the translation used in an introductory remark or at the first instance of use.
- Use the following style:
    - 1 John 3:4 (not I John; also, First John 3:4 if beginning a sentence)
    - Matthew 5:5–7 (be exact; not Matthew 5:5f. or 5ff.)
    - Mathew 5:5, 7 (sixth verse omitted; a space following a comma if referring to a verse in the same chapter)
    - Genesis 1-3 (refers to three chapters)
    - Genesis 1; 3 (refers to two chapters; note semicolon and space separating chapters references)
    - Genesis 1:1–2; 3 (refers to a sequence of verses without any break)
    - Isaiah 40:8a (use a, b, or c only with a verse number and only when the reference is cited but the verse is not quoted)
    - Genesis 1:4-3:5; 40:1-2; and Leviticus 7:3-5 (semicolons separate references to chapters as well as books)
    - (Gen. 1:1-3:5, Lev. 7:3-5) (abbreviate in parenthesis and notes only)
    - (v. 8; vv. 10, 15, 18-20) (when the context makes the book and chapter clear, v. or vv. should be used in parentheses and notes)

- Psalm 4:5(6) (used to note the differing verse numbering of the Hebrew and Septuagint, if this clarification is important to the paper)

- Scripture opens with the words, “In the beginning, God created the heavens and the earth” (Gen. 1:1, NASB). (Note the period at the end of the parenthetical reference only; also, note the way to indicate an alternate translation.)

- Cain asked God, “Am I my brother’s keeper?” (Gen. 4:9). (Note the question mark within quotation marks as well as the final period.)

- The most famous verse in the Bible is “God so loved the world that he gave his only begotten Son” (John 3:16).

- Omitting initial conjunctions or adverbs is permissible; it is unnecessary to cite an entire verse.

- Ellipsis points are not used either at the beginning or end of such a citation.

Traditional Abbreviations for Books of the Bible (24.6.1)

Old Testament (OT)

Full Name	Traditional	Full Name	Traditional
Genesis	Gen.	Ecclesiastes	Eccles.
Exodus	Exod.	Song of Solomon	Song of Sol.
Leviticus	Lev.	Isaiah	Isa.
Numbers	Num.	Jeremiah	Jer.
Deuteronomy	Deut.	Lamentations	Lam.
Joshua	Josh.	Ezekiel	Ezek.
Judges	Judg.	Daniel	Dan.
Ruth	Ruth	Hosea	Hosea
1 Samuel	1 Sam.	Joel	Joel
2 Samuel	2 Sam.	Amos	Amos
1 Kings	1 Kings	Obadiah	Obad.
2 Kings	2 Kings	Jonah	Jon.
1 Chronicles	1 Chron.	Micah	Mic.
2 Chronicles	2 Chron.	Nahum	Nah.
Ezra	Ezra	Habakkuk	Hab.
Nehemiah	Neh.	Zephaniah	Zeph.
Esther	Esther	Haggai	Hag.
Job	Job	Zechariah	Zech.
Psalms	Ps. (Pss.)	Malachi	Mal.
Proverbs	Prov.		

New Testament (NT)

Full Name	Traditional	Full Name	Traditional
Matthew	Matt.	1 Timothy	1 Tim.
Mark	Mark	2 Timothy	2 Tim.
Luke	Luke	Titus	Titus
John	John	Philemon	Philem.
Acts	Acts	Hebrews	Heb.
Romans	Rom.	James	James
1Corinthians	1 Cor.	1 Peter	1 Pet.
2 Corinthians	2 Cor.	2 Peter	2 Pet.
Galatians	Gal.	1 John	1 John
Ephesians	Eph.	2 John	2 John
Philippians	Phil.	3 John	3 John
Colossians	Col.	Jude	Jude
1 Thessalonians	1 Thess.	Revelation	Rev.
2 Thessalonians	2 Thess.		

Title Page

- Use bold font to highlight the title of a paper. Use headline-style capitalization.
- Follow the format for title pages in this supplement.
- Place the title at the top of the page and center all text on the title page.
- No line of the title may exceed 48 characters, including spaces.
- Multiple lines in the title are double spaced in inverted pyramid form.

Contents Page

- The contents page is labeled page ii in the top right corner (see “Page Numbers” on page 8).
- The page is titled “Contents.”
- Leave two blank lines after “Contents” before typing the first heading.
- Subheadings are indented 0.5".
- Set the computer to insert dot leaders.
- Numbers are to be flush with the right margin.
- All headings and subheadings in the table of contents must correspond exactly to the text.

General Page Format

- The required left margin is 1.5" from the left edge of the page.
- The required right margin is 1.0" from the right edge of the page. However, do not use full justification.
- The required top margin is 1.0" from the top edge of the page.
- The required bottom margin is 1.0" from the bottom edge of the page.
- The last line of the page must not intrude into the 1.0" bottom margin.

- The bottom line of typed material, whether text or footnote, must be no more than 1.0" nor less than 1.5" from the bottom of the page, except for the last page of typed material (see also 16.3.4.1).

- Paragraphs, block quotations, contents pages, and the second line (and all succeeding lines) of the bibliography are indented 0.5" from the left margin of the text (see 25.2.2.1).

- Text should be double-spaced, except for headings and the bibliography. (See "Subheadings" on p. 9 and "Sample Bibliography" on p. 28, as well as Turabian A.1.3)

- Use 12-point Times New Roman or Cambria as the default font.

Page Numbers

- The title page counts as page i, although the number does not appear.

- Number the preliminary pages (contents, list of tables, list of abbreviations, etc.) with small Roman numerals (ii, iii, iv, etc.).

- Number the remaining parts of the paper (text, appendixes, bibliography, etc.) with Arabic numerals.

- Set all page numbers, including the first page of contents and the first page of chapters, at the top right-hand corner of the paper (see A.1.4.2). MS Word default is acceptable which places the number one space above the top line of text.

- Use Times New Roman or Cambria 12-point font.

Subheadings (A.2.2.4)

The following discussion provides samples of proper formatting for subheadings. All subheadings, except fifth-level, must have two blank lines above and one beneath. All subheadings, except the fifth level, should be capitalized headline-style, which means every word, except articles, conjunctions, and prepositions, is capitalized. A term paper should seldom go beyond three levels of subheadings. It is always necessary to have at

least two items for every subheading. Do not place a subheading at the bottom of a page without at least one line of text.

First-Level, Centered Subheading

Center and bold a first-level subheading. If the subheading is more than five inches, divide it into two or more single-spaced lines, in inverted-pyramid form.

Second-Level, Centered Subheading

Center the subheading and use regular type. If the subheading is more than five inches, divide it into two or more single-spaced lines, in inverted-pyramid form.

Third-Level, Side Subheading

Place a third-level subheading at the left margin and italicize it. If the subheading is more than three inches, divide it evenly into two or more single-spaced lines, the run-overs beginning at the margin. Capitalize the subheading headline-style.

Fourth-level, side subheading

Place a fourth-level subheading at the left margin using regular type. If the subheading is more than three inches, divide it evenly into two or more single-spaced lines, the run-overs beginning at the margin. Capitalize the subheading in sentence case, in which only the first word is capitalized.

Fifth-level, paragraph subheading. Indent a fifth-level subheading 0.5 inches (same as paragraph indentation). Use bold type and place a period after it. Skip one space after the period and begin the text on the same line. Capitalize the subheading in sentence case. Fifth-level subheadings are set with two spaces above the subheading.

General Guidelines for Citing Electronic Sources

- Turabian 15.4.1.2 distinguishes between two categories of electronic sources: those that are like print sources except online (e.g., books, journals, newspaper, and magazine articles), and other types of online sources (e.g., institutional or personal websites and social media like Facebook).

- Cite books and journals from online or electronic sources like a standard footnote or bibliographical entry but add the URL (see 15.4.1.3) or the name of the database (e.g., Kindle, Logos Bible Software, ATLA Religion Database) through which you accessed the source (see 15.4.1.4).

- If the book in Logos does not include page numbers, give the chapter number or other information that will help the reader locate the reference (e.g., chap. 3 of a book or Isaiah 40:1-2 in a commentary) in the footnote. The additional location information is not necessary for the bibliographical entry.

- Access dates are required for all online content.

- For numerous examples of how to cite electronic sources, see the relevant type of source in Turabian chapter 17 and the sample bibliography in this supplement.

Footnotes

- Use the Notes-Bibliography style (Turabian chapter 17) not the Author-Date style (Turabian chapter 18).

- Set footnotes in MS Word to conform to the last line of the text (beneath text) rather than to the bottom of the page to avoid unnecessary blank space between the text and footnotes.

- Number footnotes consecutively throughout a research paper. In a dissertation, number footnotes consecutively in each chapter, not consecutively throughout the dissertation.

- Indent 0.5" for the first line of the footnote.

- Although Turabian suggests that footnotes not be formatted as a superscript, Microsoft Word usually formats footnotes as superscript. Therefore, type the footnote number in superscript form with no space between superscript number and note.

- Single space footnote text, but double space between footnotes.

- Set the footnote font to Times New Roman or Cambria, 12-point, to maintain consistency.

- Some words spelled out in the text should be abbreviated in a footnote (names of states, books of the Bible, etc.).

- Use postal codes for state abbreviations (24.3.1).

- Follow Turabian for the correct sequence of elements in a footnote.

- In the footnoting of periodicals, treat journals and magazines differently.

- Footnote entries from theological encyclopedias and dictionaries (e.g., *Theological Dictionary of the New Testament [TDNT]*) should be treated as chapters and other titled parts of a book as in Turabian 17.1.8, not as standard reference works like *Encyclopedia Britannica* (Turabian 17.5.3).

- Standard reference works (e.g., dictionaries like the *Oxford English Dictionary* and encyclopedias like the *Encyclopedia Britannica*) must have an *s.v*. entry (Turabian 17.9.1).

- Shorten subsequent footnotes. Include the author's surname, title or abbreviated title, and page reference modified to fit on a one-line footnote (16.4.1). Do not use ibid. to cite an immediately preceding note, but a shortened note (16.4.2).

- Do not use any punctuation before parentheses.

- Use one space after terminal punctuation.

- A separation line between text and footnotes is required. Use the Microsoft Word default setting for this separation line.

- Content footnotes should not be too lengthy (rarely more than one-fourth of a page).

- Place Scripture references at the end of the quotation, not in footnotes.

- Note new editions, not new printings.

- Place a footnote on the last page of text in a paper or chapter immediately after the text.

Bibliography

- Use the Notes-Bibliography style with a bibliography (Turabian chapter 17; Figure A.15), not the Author-Date style with a reference list (Turabian chapter 18; Figure A.16).

- Follow Turabian for the correct sequence of elements in a bibliographic entry.

- Bibliographic entries should be single-spaced, but each individual entry should be separated by a space. (See example for clarification.)

- Run-over lines of a bibliographical entry are indented 0.5".

- One space follows any kind of terminal punctuation in a bibliography.

- For cities that are not well known, abbreviate names of states with the two-letter postal abbreviation.

- Do not list continuation page numbers for journal articles.

- Repeat the same last name for coauthors (Jane Smith and Jack Smith).

- Alphabetize the bibliography according to the authors' last name.

- List works written by the author alphabetically before works edited by the author.

- If your bibliography includes two or more works written, edited, or translated by the same individual, arrange the entries alphabetically by title (ignoring articles such as *a* or *the*). Contrary to 16.2.2.2.1, repeat the author's name for all entries after the first, rather than replacing the individual's name with a 3-em dash. For edited or translated works, put a comma and the appropriate designation. List all such works before any that the individual coauthored or coedited.

Gates, Henry Louis, Jr. *America Behind the Color Line: Dialogues with African Americans*. New York: Warner Books, 2004.

Gates, Henry Louis, Jr., ed. *The Classic Slave Narratives*. New York: Penguin Putnam, 2002.

Gates, Henry Louis, Jr., and Cornel West. *The African-American Century: How Black Americans Have Shaped Our Country*. New York: Free Press, 2000.

- For numerous examples of citations (bibliographical entries and footnotes) for electronic books, journal articles, websites, blogs, and social media, see Turabian 9th edition (17.1.10; 17.2-5). Access date is unnecessary if a date is included for the article on the website.

- On internet addresses, do not capitalize the first letter (http, not Http). (Internet sources should not comprise more than 25.0 percent of a paper except under special circumstances.)

- Do not underline the Web address (remove hyperlink).

- All bibliography enables another researcher to access the data.

- Retain hard copies or digital copies of downloaded resource material.

- Bibliographies in term papers usually do not include subdivisions. For large bibliographies in seminar papers and dissertations, normally divisions include at least three sources (e.g., books, commentaries, journals).

- Treat volumes containing multiple book-length entries by individual authors as a commentary set (e.g., *The Expositor's Bible Commentary*). See entries for *The Expositor's Bible Commentary* in the "Bibliography" and "Footnotes" sample pages in this supplement. Cf. Turabian 17.1.4 (book in a multivolume work) and 17.1.8 (chapters and other parts of a book).

- Treat volumes in a commentary collection that are individually authored and titled as a series (e.g., New American Commentary). (See Turabian 17.1.5 and example in "Bibliography" sample pages.)

- Bibliographical entries from theological encyclopedias and dictionaries (e.g., *Theological Dictionary of the New Testament [TDNT]*) should be treated as chapters and other titled parts of a book as in Turabian 17.1.8, not as standard reference works like *Encyclopedia Britannica* (Turabian 17.5.3).

Tense

- In academic writing, it is conventional to use the historical present (e.g., Calvin says), even when the author is dead.

- Regardless of how long ago the author wrote, the historic present is commonly used in discussing the actions of authors (particularly in academic writing) or characters in literature.

- If you want to emphasize the past, however–perhaps to contrast it with the present–the past tense works well.

- Absolute consistency need not be a goal in a long manuscript, but do not mix tenses near each other.

- Present tense and future tense forms may appear in the manuscript. If these tense forms are used, make it evident to the reader that the discussion in which these tenses are used has to do with what is true at the time of reading or will be true in the future and does not refer to what has previously taken place.

- In all cases, avoid awkwardness and illogical sequence in tense usage.

- When quoting Scripture, use present tense.

Capitalization

- Capitalize all proper nouns, holy days and holidays, names of deity, reference to persons of the Trinity, pronouns referring to God, words beginning with Christ (e.g., *Christian, Christlike*), words for the Bible (*Bible, Scripture*, etc.), divisions and sections of the Bible, and names of specific ethnic or religious groups.

- Do not capitalize adjectives (e.g., biblical, scriptural) unless otherwise noted.

- Capitalize personal pronouns when referring to deity.

- Capitalize the *Introduction, Preface,* or *Foreword* in a bibliography.

- Capitalize titles of books and articles even when the printer did not.

- Capitalize titles of books and articles headline style.

- Do not capitalize the word *gospel* unless it is specific (Gospel of John).

- Do not capitalize *chapter* in the body of a paper.

- Do not capitalize "church fathers," but do capitalize the Fathers when referring to the church fathers.

Abbreviations

- Use a two-letter postal code for names of states in footnotes and the bibliography.

- Abbreviate *second edition* as 2nd ed., *third edition* as 3rd ed., *fourth edition* as 4th ed., and so forth.

- Do not use *etc.,* except within parenthetical references; *i.e., c.f.,* and *e.g.* are acceptable.

Divisions

- Do not divide initials used in place of given names at the end of a line.
- Do not divide the following combinations at the end of a line: *AD 1895, 6:40 p.m., 435 BC.*
- Do not end a line with a division mark such as (*1*) or (*a*).
- Do not end the last line of text on a page with a colon.

Hyphenation

- Do not hyphenate words syllabically in the paper (text, footnotes, bibliography, etc.). Allow text lines to end with a complete word.
- Do not hyphenate *fold* when it should be written as part of the word to which it is attached (e.g., *fivefold, multifold*).
- Do not hyphenate prefixes (*pre, post, anti, re, un, etc*.) that should be a part of the word.
- Do not end a page with an introduction to a quotation or with a hyphen.

Grammar

- Do not use contractions.
- Do not spell out the number used with percent or use the symbol % (e.g., 25 percent).
- Form the possessive of a name that ends in s with *'s* instead of *s'* (e.g., *Jones's* not *Jones'*). For a discussion, see Turabian 20.2.1-2.
- Do not split infinitives, which means nothing should separate the word *to* and its corresponding verb. For example, *To **boldly** go where no one has gone before . . .*
- Do not use or imply first and second person (*I, we, us, our, you, and your*).
- Prefer the active voice, though at times the passive voice flows better in the sentence. See the discussion in Turabian 11.1.6.
- Do not use *this, that*, or any other adjective without an accompanying noun.

- Italicize book titles, magazine and journal titles, newspapers, pamphlets, movies, plays, musicals, operas, radio and television shows, podcast titles, paintings, sculptures, music albums, ships, planes, and trains.

- Use quotation marks for articles, essays, book chapter titles, short stories, poems, songs, radio and television episodes, and podcast episodes.

Punctuation

- Do not place a comma before or after *Jr*. and *Sr*. in the body of the paper (e.g., John Smith Jr. says). Cite as John Smith Jr., *The Bible as Literature* . . . . in a footnote. However, when the name is inverted, as in the bibliography, cite the name as Smith, John, Jr., *The Bible as Literature* . . . . (cf. 24.2.1).

- Do not use periods in academic degree abbreviations (e.g., BA, MDiv, PhD).

- Do not separate the month and year with a comma when they are used alone (e.g., *June 1987*).

- Do not omit commas in compound sentences.

- Use a semicolon between the elements of a compound sentence when commas are used in either of the elements.

- Do not use a comma following a stronger mark of punctuation (e.g., *?!*).

- Place commas and periods inside single and double quotation marks.

- Use a comma before the *and* when works are coauthored (not needed in footnotes, but needed in the bibliography).

- Place a comma before the *and* in a series of three or more successive nouns.

- Do not use a comma before a run-in or block quotation when one is not needed.

- Put a comma before a quotation (run-in or block) introduced with terms such as *notes, claims, argues,* or *according to*. (25.2.1; 25.2.2.1)

- If a block quotation is introduced with a complete sentence, end the sentence with a colon. (25.2.2.1)

- Place a comma after a *when* or *because* clause that introduces a sentence.

- Separate the title of a work from the subtitle with a colon.

Quotations (25.1-3)

- Introduce direct quotations.
- Use the full name of the author in the first reference and last name only thereafter.
- Do not use single quotation marks in a block quotation unless within double marks.
- Usually, introduce quotations with present tense rather than past (e.g., *Jones says*,).
- As noted in *A Manual for Writers of Research Papers, Theses, and Dissertations*,
  - Present a prose quotation of five or more lines as a block quotation.
  - Introduce the quotation in your own words in the text (25.2.2.1; 7.5).
  - If you introduce the quotation with a complete sentence, end the sentence with a colon.
  - If you use only an attribution phrase such as *notes, claims, argues*, or *according to* along with the author's name, end the phrase with a comma.
  - If you weave the quotation into your sentence (run-in or block), do not use any punctuation before the quotation if no punctuation would ordinarily appear there.
  - Single-space a block quotation and leave a blank line before and after it.
  - Do not add quotation marks at the beginning or end but preserve any quotation marks in the original.
  - Indent the entire quotation as far as you indent the first line of a paragraph.
  - If you quote more than one paragraph, do not add extra lines between paragraphs, but indent the first line of the second and subsequent paragraphs further than the rest of the quotation.
  - If you cite the source in a footnote or endnote, place the note number as a superscript at the end of the block quotation (25.2.2).

Spacing

- Space between initials used in place of a name.

- Do not space before or after an em dash (—) or en dash (–).
- Space before, after, and between the dots of an ellipses (. . .).
- Check the spacing before and after major headings.

Abstract

- Abstracts are required for all dissertations.
- The abstract should function as a stand-alone document that includes a statement of the problem or purpose of the dissertation, a brief synopsis of the evidence examined, and the conclusion.
- The abstract must not exceed one page.

Dissertations & Doctoral Projects

- When including a chapter title, include the chapter and number at the top of the page (Chapter 1), follow with one space (single line) after chapter and number, give the chapter title, and follow with two spaces before beginning text or a subheading. Center and bold the chapter number and title. For an example of a formatted chapter title, see the following sample pages and Figure A.9.
- Number the introduction (Chapter 1) and conclusion (e.g., Chapter 6) of a dissertation or ministry project as separate chapters, unlike Figure A.3 in Turabian 9.

Sample Components of Papers

The following section contains sample pages for term papers, projects, and dissertations. These pages are designed to appear as they would in the specified writing project. Sample pages included are:

- Term Paper Title Page
- Research Paper (PhD Entrance Essay) Title Page
- Seminar Paper Title Page
- Dissertation Title Page
- Seminar or Term Paper Contents Page

- Dissertation Contents Page
- Text Pages
- Bibliography
- Footnote

The Doctrine of Salvation by Faith

In the Book of Genesis

A Term Paper

Submitted to Dr. First Name Last Name

In Partial Fulfillment

of the Requirements for the Course

Course Name (CN 1234)

By

First Name Last Name

Month 1, 2022

SAMPLE TERM PAPER TITLE PAGE

Critiques of the Major Tenets of

Christian Reconstruction

A Research Paper

Submitted to the Doctoral Programs Committee

of the

Mid-America Baptist Theological Seminary

In Partial Fulfillment

of the Requirements for Admission into the

Doctor of Philosophy Program

in the Department of Theological and Historical Studies

First Name Last Name

BA, Name of College, 1990

MDiv, Name of Seminary, 1995

December 2022

SAMPLE RESEARCH PAPER (PHD ENTRANCE ESSAY) TITLE PAGE

An Analysis of Three Personality Evaluation Instruments to Assist Pastors in Leadership Development

A Seminar Paper

Submitted to Dr. First Name Last Name

In Partial Fulfillment

of the Requirements for the Seminar

Seminar Title (CN 1234)

by

First Name Last Name

Month 1, 2022

SAMPLE SEMINAR PAPER TITLE PAGE

Epistemological Presuppositions of Selected

Contemporary Structural Exegetes:

A Theological Evaluation

A Dissertation

Submitted to the Doctoral Programs Committee

of the

Mid-America Baptist Theological Seminary

In Partial Fulfillment

of the Requirements for the Degree

Doctor of Philosophy

in the Department of Theological and Historical Studies

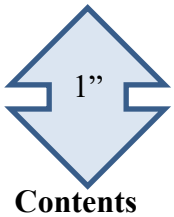
First Name Last Name

BA, Some College, 1977

MDiv, Seminary, 1980

December 1998

SAMPLE DISSERTATION TITLE PAGE



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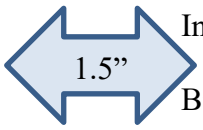

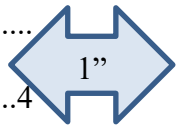

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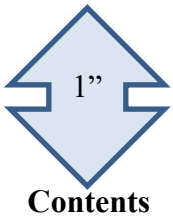

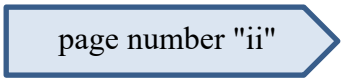

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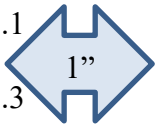

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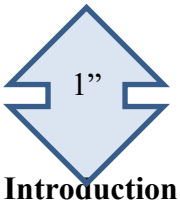
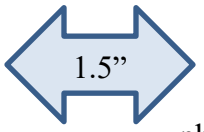
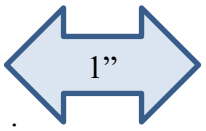


Introduction



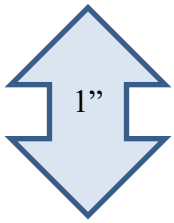


Perhaps no intellectual shift has captured the world by storm as quickly as the phenomenon called postmodernity. The modern world reels before the onslaught of this tectonic shift in presuppositions and the inevitable consequences that ensue from these pre-understandings of life. This tidal wave brings with it the temptation to Christian either to scurry in retreat from these ideas or wholeheartedly to embrace these views as the new way of truth. Postmodernity has entered the classroom, the pulpit, the media, and even the home; the attitudes of postmodernity affect every arena of life. The compelling questions postmodernity raises demand that honest Christians wrestle with this giant and stand ready to answer its challenges while embracing its advances.

Concerns of Postmodernity

What concerns arise when discussing postmodernity? Does this discussion revolve simply around an obscure subject which is properly the domain of structuralists and liberal theologians? How has postmodernity evolved from modernity and with what results? What relevance does postmodernity hold for the evangelical community? How will postmodernity affect Christianity in general and missions in particular?

This paper recognizes the shift from the modern to the postmodern era and identifies the postmodern philosophy that is radically altering the intellectual landscape of the globe. The paper examines selected characteristics of postmodernity, shows how these areas affect Christian missions, and develops strategies to combat these trends. The paper concludes with some goals for making missions meaningful in the postmodern age.



Chapter 1

The Origins of Postmodernity

The Demise of Modernity

The world is changing. The era defined as the Modern has begun to collapse under its weight. The old categories and language of modernity are falling, crashing loudly across the doorway to the future, and the new theorists have assembled to carry out the carcass. Some have already celebrated its demise. Thomas Oden claims,

> The duration of the epoch of modernity is now clearly identifiable as a precise Two-hundred-year period between 1789 and 1989, between the French Revolution and the collapse of communism. Such dating of historical periods is always disputable, but this one cries out with clarity, since it was announced with such a dramatic beginning point (the storming of the Bastille) and closed with such a precise moment of collapse (the literal fall of a vast symbolic concrete wall in Berlin).[1]

While others are not quite so positive in defining this "epoch," or even in declaring that it Has ended.[2] Oden is not alone. Canadian theologian Stanley Grenz joined this cacophony of voices: "We are living in an age of transition—the era of the movement from modernity to postmodernity."[3] This postmodernity is attempting to define the age.

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[1] Thomas Oden, *Two Worlds: Notes on the Death of Modernity in America & Russia* (Downers Grove, IL: InterVarsity, 1992), 32.

[2] Paul G. Hiebert, "Planting Churches in North America Today," *Direction* 20 (Fall 1991): 7.

[3] Stanley Grenz, "The Community of God: A Vision of the Church in the Postmodern Age," Crux 28 (June 1992): 25.

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Footnotes (Special Cases)

The footnotes cited below are given because they are not clearly outlined in Turabian. Bibliographical entries for these footnotes are included in the sample bibliography.

Other footnote examples are included in the sample text pages in this supplement. Turabian 9th edition (17.1-11) is the authority for the proper footnote format for all other types of sources.

The following footnote is for commentary set volumes containing multiple book-length entries by individual authors (e.g., *The Expositor's Bible Commentary)*.

[1]Gleason L. Archer Jr., *Daniel,* in vol. 7 of *The Expositor's Bible Commentary,* ed. Frank E. Gaebelein (Grand Rapids: Zondervan, 1985), 50-51.

Cite the BDAG Greek lexicon as:

[2]Walter Bauer, *A Greek-English Lexicon of the New Testament and Other Early Christian Literature*, rev. and ed. Frederick W. Danker [BDAG], 3rd ed. (Chicago: University of Chicago Press, 2000), 576.

Subsequent Note:

[3]BDAG*,* 576.

[4]Robert B. Chisholm Jr., "Characterization in 1-2 Samuel: The Use of Quotations and Intertextual Links," *Bibliotheca Sacra* 174 (2017): 48, ATLA Religion Database.