**CHAPTER 1**

**TITLE OF CHAPTER**

There may be a preamble at the beginning of a chapter. The purpose may be to introduce the themes of the main headings.

**1.1 Main heading no. 1**

**(Primary Level Numbering)**

**1.1.1 Subheading no. 1 (Secondary level numbering)**

There should be at least two subheadings to justify having subheadings.

**1.1.2 Subheading no. 2 (Secondary level numbering)**

All first letters of principal words are capitalised and the subheading is left justified.

**1.1.2.1 Tertiary heading no. 1**

**(Under Subheading no. 2)**

There should be at least two tertiary headings to justify having tertiary headings.

**1.1.2.2 Tertiary heading no. 2**

**(Under Subheading no. 2)**

Tertiary and subsequent headings should not be listed in the Table of Contents.

**REFERENCES**

**APPENDICES**

Information or data that is too detailed for the main body of the thesis may be included as appendices. Appendices include original data, summary, sideline or preliminary tests, tabulations, tables that contain data of lesser importance, very lengthy quotations, supporting decisions, forms and documents, computer printouts, detailed engineering drawings and other pertinent documents. Appendix materials should be grouped by type, e.g., Appendix A: Questionnaire, Appendix B: Original data, Appendix C: Tables of results.

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This section is compulsory. It contains the student’s biographical information, such as name, educational background, the degree that is being sought, professional work experience (if any), and any other similar matters that may interest the reader. The *vita* should be in essay form, rather than a mere résumé.

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