

# **Frost Centre Formatting Guidelines for MRP Submission**

January 2021

## **Technical Regulations**

The following procedures have been adopted in accordance with the guidelines of the National Library of Canada, Canadian Theses Service.

1. Legibility
  - 1.1 The MRP should be presented on good quality white bond paper.
  - 1.2 Pages should be printed single sided only.
  - 1.3 The size of the pages should be 21.5 x 28 cm (8-1/2 x 11 inches), the type reading across the 21.5 cm dimension.
  - 1.4 Margins should be 38 mm (1-1/2 inch) margin on the left side of the page with 25 mm (1 inch) margin on the remaining sides. This allows the thesis to appear centered when binding is on.
2. Completeness
  - 2.1 The page numbering should be checked for correct sequence and completeness.

## **Order of Elements**

For consistency, the order of the front matter should be as follows:

- Title Page
- Abstract
- Preface, if any
- Table of Contents
- List of Illustrations and List of Tables (if any)
- List of Abbreviations and Symbols (if any)
- Glossary

## **Title Page**

A standard title page is required. The information that should be included and the format are illustrated below.

## **Abstract**

Each MRP must contain an abstract. It must include the title "ABSTRACT", the MRP title, the author's name, and a summary. Make sure that you do not exceed 150 words. The abstract should state the purpose, method, results, and conclusions of the MRP. The inclusion of keywords at the bottom of the page is recommended.

## **Oversize and Undersize Material**

When the size of drawings, charts, tables, etc. does not remain within the normal margins, these margins may be reduced to 1.3cm on the right and 2.54cm on the left. Since a further reduction would not allow the volume to be bound, it may be necessary either to fold the material, making sure the folds lie within the prescribed limits, or to place the material in an envelope which will eventually go into a pocket at the back of the bound volume. Material of a smaller than standard size, such as a photograph, should be securely mounted on standard paper.

## **Number of University Copies**

One bound copy is required for the university to be kept in the Frost Centre. Binding can be either coil-bound or comb-bound, depending on the size of the document.

SAMPLE ONLY: Front Page of MRP

THE UTILIZATION OF FISH RESOURCES BY THE COAST TSIMSHIAN:  
PREDICTING OPTIMAL PATTERNS OF EXPLOITATION

An MRP Submitted to the Committee on Graduate Studies  
in Partial Fulfillment of the Requirements for the Degree of Master of Arts  
in the Faculty of Arts and Science

TRENT UNIVERSITY  
Peterborough, Ontario, Canada

© Copyright by Richard William Nolan 2009 (*Year formally approved*)  
Canadian Studies and Indigenous Studies M.A. Graduate Program  
September 2020 (*Convocation month & year*)

SAMPLE ONLY Format for Abstract

ABSTRACT

The Utilization of Fish Resources by the Coast Tsimshian:  
Predicting Optimal Patterns of Exploitation

Richard William Nolan

This MRP is an attempt to explore the explanatory potential of predicting optimal patterns of exploitation. By examining currently available data on hunter-gatherer subsistence behaviour, we may establish a number of generalizations which would seem to legitimately describe hunter-gatherer subsistence. These generalizations provide the theoretical foundation of the analysis.

Keywords: Tsimshian, hunter-gatherer, fishing, Canadian Studies, Indigenous Studies