

Outline for Capstone Paper

Sources

- Originator: Amy Stuart, University of South Florida
<http://www.eng.usf.edu/~als/Docs/HowToOutlineAPaper.pdf>
- Purdue OWL: <https://owl.english.purdue.edu/owl/resource/544/02/>

Purpose of an outline

- Organization of thoughts
- Synthesize “how your story will be told”
- Provides a framework of the hierarchical relationships that exists in your information

Before constructing an outline

- Conduct a thorough literature review for your research
- Identify the specific goals of your research and have a thorough understanding of the contribution your work will be making
- Have a deep understanding of the relationships that exist between the various elements of your work, e.g. the relationship between a theorem, its corollaries, and an example; or the relationship between a particular data collection method and resulting statistical analysis method, etc.

Writing Effective Outlines

- Construct a complete one-level outline, then reiterate to fill-in details for the two-level outline, then reiterate again to fill-in additional details for a three-level outline
- (Coordination) The headings (within each level) should be of equal importance
- (Subordination) Subsequent levels of an outline should provide more detail and be more specific
- (Parallelism) Use similar grammatical structure, e.g. use verbs or nouns consistently in headings
- (Division) Each heading should contain a minimum of two sub-headings