

Academic Writing

A paper needs to begin with a clear thesis statement which the entire paper supports with academic argument based on research using academic level resources. Cite every source and avoid plagiarism. For help see <http://scriptureworkshop.com/researchandwriting/turabian/>.

Write clearly, precisely, and succinctly. Use formal academic language in the third person (do not use second person pronouns, slang, contractions, colloquialisms, sarcasm, ridicule, and so forth). Use active voice not passive voice. Avoid excessive direct quotation.

Turabian

Academic writing requires following correct format. Many programs use Turabian which modifies Chicago style for student papers. The following table provides a short list.

Table: Basic characteristics of Turabian style

- | | |
|---|--|
| ● one inch margins; do not “justify” margins; use left-flush format | ● title page in accord with sample below |
| ● twelve point Times New Roman font | ● no table of contents for papers (only for thesis) |
| ● double space text | ● use footnotes and bibliography according to Turabian format |
| ● single space footnotes, bibliography, etc. | ● cite scripture parenthetically |
| ● indent new paragraphs one half inch | ● page numbers bottom center; title page is not numbered; first page of text is page one |
| ● no extra space between paragraphs | |

For further details consult the most recent edition of Turabian.¹

Scripture

While footnotes typically house citations, cite scripture parenthetically. Include abbreviation of translation in first use only, e.g., (Gen 1:1 ESV). Use full name of biblical books in text and abbreviations in citations, e.g., Exodus 1:1 (Exod 1:1). Biblical chapters and verses are separated by colons, chapters by semicolons, and verses by commas (Lev 1:1, 2; 16:1; Num 5; 12). When citing same biblical book as previous citation do not repeat book name (2:1).

¹ Kate L. Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations*, 8th ed., rev. Wayne C. Booth, et al. (Chicago: University of Chicago Press, 2013).

Sample title page
(Turabian format)

Institution name and department/program

Title of paper

Submitted to [instructor's title and name]

in partial fulfillment of

Course code and number

by

Student's name

Date

Bibliography

Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertations: Chicago Style for Students and Researchers*. 8th ed. Revised by Wayne C. Booth, Gregory G. Colomb, and Joseph M. Williams. Chicago: University of Chicago Press, 2013.