A. Researching your thesis

• Be organised and systematic about your research; make the time you spend on your thesis count.

• Start by reading widely then gradually become focused.

• Read critically.

• Write down everything.

B. Writing and typesetting your thesis

1. Writing

• Write early, then edit and re-write.

• Write with reference to your thesis/introduction.

• Remember that an intelligent person unfamiliar with the particular area on which you are writing should be able to understand your argument.

• Use a style guide for both citation and written expression.

• Proofread as many times as possible.

2. Typesetting

• Do not use a sanserif font.

• Think about how you want your thesis to appear on the page.