

APPENDIX H

Widener University School of Nursing

Doctor of Nursing Practice Project Final Document Checklist

| Components | |
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| Title Page | |
| Sign off Page | |
| Copyright Page (optional) | |
| Dedication Page (optional) | |
| Acknowledgements (optional) | |
| Abstract | |
| Table of Contents | |
| List of Tables (as needed) | |
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| Chapter 1 | |
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| 2 copies | |
| Project Formatting | |
| Title Page : www.widener.edu/about/campus_resources/wolfgram_library/documents/Title%20Page%20example.pdf | |
| Copyright Page: www.widener.edu/about/campus_resources/wolfgram_library/documents/Copyright%20page%20example.p df | |
| Dedication Page through List of Figures: pages numbered beginning with “iv” bottom middle of page | |
| Chapters 1 – 5: page numbered upper right corner, .75 inch from top; begin with page “1” | |
| Chapters 1 – 5: headings and levels are in APA 6 th Ed. Format | |
| Chapters 1 – 5 and Appendix: all figures/tables are numbered and titled at the bottom of the figure/table | |
| All text has been copy edited and contains no errors in grammar, spelling, punctuation, etc | |
| References: double spaced, 2 nd and subsequent lines indented; 1 tab spaced at .5 inch. | |
| No running heads | |
| No extra lines between headings and text | |
| Times New Roman 12 pt font. Text within tables may be reduced to 10 pt font | |
| Double spaced | |
| Left justified text | |
| Use 2 spaces at the end of every sentence | |
| Indent all paragraphs uniformly: 1 tab at .5 inch | |
| Margins: top/left – 1.5 inches, bottom/right – 1 inc | |