

Most of the document's text appears in 12-point, Times New Roman (T9, A.1.2).

The ¶s, seen here for instructional purposes allow the writer to see important nonprinting document characters like paragraph returns, spaces, and section breaks. Go to the Home tab to activate or deactivate this feature.

New Orleans Baptist Theological Seminary

¶
¶
¶

Format the title in bold, 14-point, headline style. See *Turabian*, 9th ed. (T9), Fig. A.2.

Equipping Writers
with Turabian 9 Writing Skills

Note the 1.5" left margin, needed to accommodate binding in the final, hard-bound project report copy. Set all other margins to 1". Only 1" margins are needed for seminar papers.

¶
¶
¶

Or Final Project Proposal.
Or Seminar Paper.

A Project Report Submitted to

the Faculty of NOBTS

in Candidacy for the Degree of

Doctor of Ministry

¶
¶
¶

Go to Home/Paragraph and make sure the Before/After spacing is set to 0 point.

Or Doctor of
Educational Ministry.

by

Your Name Here in 12-Point Bold

¶
¶
¶

Proposal date: committee approval
month and year, no comma.

New Orleans, Louisiana

Report date: graduation month
and year, no comma.

Month ####

Seminar paper: due date
month ##, ####.