



Northwind Theological Seminary

DOCTOR of THEOLOGY & MINISTRY DISSERTATION OUTLINE ROMANTIC THEOLOGY

Following is a suggested outline. Be sure to check with your professor about any specific requirements or instructions they may have for you. (DTM Program Directors may customize the academic content requirements.)

At the end of this outline, you'll find some basic formatting tips. Additional information and resources can be found on the [Writing Center home page](#). You can also [request one-on-one Writing Support](#) from the Writing Center director and staff.

Paper Length: 120 pages minimum, double-spaced

The title page and table of contents do not count toward the minimum — these pages should not have numbers.

Title Page:

Title

Submitted by
Insert Your Name

In Partial Requirements for the
Doctor in Theology and Ministry Degree
Northwind Theological Seminary

Date Submitted

Table of Contents Page

Chapter 1: Purpose and Significance of the Study

Chapter 2: Review of the Literature

Chapter 3: Method and Reasoning

Chapter 4: Findings

Chapter 5: Final Discussion

Bibliography

This is not a Works Cited or Selected Bibliography. It should include all sources used, even if you did not quote them.

Appendix(s)

Grading will be based on:

- Academic Content
- Formatting (Turabian / Chicago)
- Grammar
- Quotes (appropriate use and correct citation)
- Footnotes (correct information and formatting)
- Completed Bibliography
- Content of Appendix(s)

Romantic Theology Degree Writing Guide

Writing the Dissertation

Each doctoral dissertation is unique, yet all Northwind dissertations will have common elements found in the General Guidelines at the Student Writing Center and the more specific Program guidelines and chapter outlines. You are expected to propose and discuss a specific chapter outline with your faculty mentor. For example, if you desire to write a book-length manuscript for peer review as part of your dissertation, you will negotiate with your faculty mentor how to incorporate and satisfy the general requirements of the DTM dissertation.

The dissertation is typically comprised of 5 chapters, at least 120 pages in length, and strictly follow the Turabian Manual. Front matter, preceding the chapters, must or may include:

- Title page
- Certification page
- Copyright or blank page
- Dedication/acknowledgements (optional)
- Table of contents
- List of figures, tables, or illustrations (if applicable)
- Preface (optional)
- List of abbreviations (if applicable)
- Glossary (if applicable)
- Research methods (if applicable)
- Abstract: states the problem, thesis, and a concise summary of the chapters in 150 words

What follows is a typical chapter outline for the doctoral dissertation in the DTM Romantic Theology program:

Chapter 1: Purpose and Significance of the Study

In the first chapter, clearly state the purpose of the study and explain the study's significance. The significance is addressed by discussing how the study adds to the body of knowledge on the topic and the study's practical significance for the issue being examined. Candidates should explain and demonstrate how their research makes an original contribution on the topic. They also should address the significance of the study for others exploring the issue or topic. It is especially critical that this chapter be well developed. Without a clearly defined purpose and strong theological or theoretical grounding, the treatise will likely be profoundly flawed from the outset.

Chapter 2: Review of the Literature

This chapter reviews prominent literature and approaches to your selected topic and focus. Based on your annotated bibliography, presents a thematic organization of your review of literature in narrative form. It should reflect your best thinking, theoretical/theological framework and analysis, supported by insights of others, and serves to anchor your study in the disciplinary literature and prior scholarly research and writing. Your narrative review should describe and analyze previous research and thinking on the topic, including your conversation partners in the field in the development of your study. This chapter, however, should not merely string together what others have found or decided. Rather, it should discuss and analyze the literature on the topic with the goal of determining what is known and commonly held on the issue and what might not yet be examined about the topic or what might need to be revisited. This analytical review will support your unique approach to the question.

Chapter 3: Thesis, Method, and Reasoning

This chapter is the core of your research, analysis and contribution to your field of inquiry. It describes and demonstrates your method and reasoning in your approach to the topic. It proposes and substantiates a theoretical solution to the problem and purpose of your research in light of literary, historical, sociological, psychological and/or theological norms as indicated by the definition of the problem and precedents in the literature

Chapter 4: Findings

This chapter addresses your analysis on the topic and does not include discussing others' reflections. What are the theoretical and practical implications of your insight for the topic you chose? Summarize your findings and original contribution here.

Chapter 5: Applications and Conclusion

The DTM degree requires an application to ministry and service, broadly defined. Based on your spiritual values, faith, and mission in the world, answer the questions "why and so what?" You might begin by discussing how your findings connect to those of others introduced in the literature review. In some cases, you may want to introduce new literature if you find that insights from other perspectives may now have a bearing on your final conclusions. Discuss what your findings mean for a specific community of faith, or a general faith tradition, or for other's investigating the topic in relation to the general body of knowledge on the issue. You may want to outline the limitations of your study and identify areas for future analysis or research. Specific and contextual applications should be clearly stated since the DTM is a theological research degree with an application to ministry and service.

The doctoral dissertation ends with a brief conclusion that provides closure. A strong final sentence should be written and then an **abstract** prepared.

Addendum may be added in support of your dissertation (but does not count toward the 120-page length requirement).

Once submitted to your faculty mentor, a second reader and third reader will be assigned for the next and final course: Dissertation Defense. In that course notations will be made on your dissertation by all readers, comments offered, formatting checked, changes made, and an Oral Defense of your dissertation scheduled before the Committee recommends conferral of degree and graduation.

Revised: 10/18/2022

Quick Tips for Paper Submissions at Northwind

Unless otherwise instructed by your professor:

1. Use 12-point font, in Times New Roman, Arial, Courier, Georgia, or Calibri (choose one).
2. Set all margins at 1".
3. Include a title page, with the title of your paper centered in the middle of the page. On the bottom third of the paper, center your name, followed by the name of the course, the name of your professor, and the date submitted.
4. Include page numbers for every page AFTER the title page, either on the top right, bottom right, or bottom center of the page.
5. Double-space the body of your paper.
6. Indent the first line of each new paragraph (don't use block paragraphs).
7. Include properly formatted footnotes throughout your paper AND a bibliography at the end.
8. Submit your paper in a *.doc or *.docx file format. Final papers should be submitted as pdfs.

Additional Formatting Information

Northwind uses a modified version of the Turabian style of formatting for all required papers in all courses. Turabian provides specific guidelines on the use of everything from title pages to page numbers, headings and subheadings, paragraphs, citations and bibliographies.

Please note: There are two acceptable citation methods within the Turabian style. One uses footnotes and a bibliography; the other uses parenthetical references and a reference list. Ask your professor which Turabian method is required for their class.

Correctly citing sources is important. It helps you:

- Avoid plagiarism
- Demonstrate academic honesty and courtesy for the work of others
- Build credibility by citing experts to support your arguments
- Allow readers to learn more about the topic by exploring your sources
- Allow others to conduct further research based on your work.

Whether you choose to use a direct quotation, summary or paraphrase, you must cite any information or ideas that are not your own original work. This includes but is not limited to words, images, computer code, charts and diagrams. Remember when in doubt, cite it!

To determine how to cite a source correctly, you can

- Find complete and detailed instructions in Kate L. Turabian's *A Manual for Writers*
- Use Citation Machine or another online citation generator to format it for you.
- Google "how to cite _____ in Turabian." (Believe it or not, this is often the simplest, fastest way. There are THOUSANDS of websites that freely share this information in an easy-to-follow format.)

NOTE:

In Turabian, **bibliography entries are formatted slightly differently from footnotes**. The biggest difference is that in the bibliography, entries begin Last Name, First Name – whereas in footnotes, it's First Name Last Name. And in the bibliography, the publisher's information is not enclosed in parentheses. Again, please consult the Turabian *Manual* or a citation generator or the QuickStart Guide on the Writing Center home page for more detailed instructions.