

Replace Text with Your Title,

Using Headline-Style Capitalization

A Seminar Paper Submitted to
the Faculty of the New Orleans Baptist Theological Seminary
in Candidacy for the Degree of
Doctor of Ministry

by

Your Name

New Orleans, Louisiana

Month ##, 20##

Commented [PG1]: See [this link](#) for help with headline-style capitalization, also known as title case. The website allows you to choose title case and Chicago style (the style upon which Turabian is based), then type in your title. It automatically generates a correctly capitalized title for you.

Commented [PG2R1]: Important resources in Turabian 9:

Ch. 11 - Sentence revision

Ch. 16:

*See Fig. 16.1 for footnote vs. bibliographic citation samples.

*See 16.4 for short-form notes (instead of *ibid.*)

Ch. 17 - citation types

Ch. 24.6: Use traditional biblical book abbreviations when referencing Scripture by verse(s):

So whether you eat or drink (or write) or whatever you do, do it all for the glory of God (1 Cor. 10:31).

Commented [PG3R1]: Purchase a copy of Turabian 9 in Kindle on Amazon.

Commented [PG4R1]: Banned words:

it
there
ibid. in footnotes
project director*

*Per Ch. 11 of Turabian, writers now use appropriate first-person pronouns when referencing actions unique to themselves. In other words, *I/me/my* now is the preferred terminology rather than referencing yourself in (awkward) third-person.

Commented [PG5]: Note that titles do not appear in ALL CAPS. Instead, titles appear in bold, 14 point, with headline-style capitalization.

Commented [PG6]: This date represents the month, day, and year of paper submission.

Contents

Commented [PG7]: If you need a table of contents for your seminar paper, adapt this one—used for the final project proposal. If you don't need a table of contents, simply delete this page.

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Chapter 1. Description of the Ministry Setting and Need#

Chapter 2. Project Proposal#

Chapter 3. The Project Director.....#

Chapter 4. Doctrinal Foundations.....##

Chapter 5. Review of Alternative Programs.....##

Chapter 6. Ministry Resources##

Chapter 7. Description of the Project##

Chapter 8. Project Evaluation.....##

Appendix A. Insert Title Here##

Appendix B. Titles Vary by Project##

Appendix C. Insert Title Here##

Appendix D. Titles Vary by Project##

Bibliography25

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Chapter 1

Description of the Ministry Setting and Need

Begin text here if you do not need subheadings in this chapter.¹ If you do not need chapters at all, then delete the chapter heading as well. Note that a section break (next page) appears at the end of this and all other chapters. Turn on the paragraph symbol (¶) under the Home tab to view nonprinting characters like section breaks, periods, and spaces. Use care not to delete the sections breaks at the ends of these chapters and appendixes. Correctly formatted page numbers and footnotes depend on these section breaks.

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1. Note that this seminar paper template is based on the final project proposal template. Revise accordingly to meet the needs of your paper and the expectations of your instructor. As you write your seminar papers, you will familiarize yourself with formatting requirements for the proposal and report. We hope this will set you up for success with this final program requirement--your ministry project.

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3. Note that the first page number of the text appears in the bottom center of the footer. Subsequent page numbers appear in the top-right corner of the header. These elements are preset in this template.

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First Subheading

Begin text here if you intend to use subheads in this chapter. Remember that you only use subheadings if you intend to subdivide the text at least two times. For more information on subheadings, also known as levels, go to Turabian 9, A.2.2.4. This line was added to avoid placing a page break at the end of this page. Page breaks send the text that follows to the top of the next page to avoid widow/orphan errors.

Second Subheading

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Chapter 2

Project Proposal

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Chapter 3

The Project Director

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Chapter 4

Doctrinal Foundations

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Review of Alternative Programs

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Chapter 6

Ministry Resources

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Chapter 7

Description of the Project

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Chapter 8

Project Evaluation

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Appendix A

Insert Title Here, If You're Using an Appendix Cover Sheet

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Add appendix content here if you wish to use a cover sheet for each of your appendixes. Use care not to delete the Section Break (Next Page) placed at the end of this page of text. This section break is key to page number placement. Turn on the paragraph symbol (¶) to identify nonprinting characters like section breaks.

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Appendix B

Insert Appendix Title Here

Add appendix content here if you will not be using a cover sheet for each of your appendices.

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Appendix C

Insert Title Here, If You're Using an Appendix Cover Sheet

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Appendix D

Insert Appendix Title Here

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