

## **I. Referencing Format**

Signature work papers in Media and Arts must decide on one reference style and use it consistently from the Signature Work proposal phase to the final Signature Work paper. The two choices are APA in-text citation format using the author-date method, or the Chicago Notes and Bibliography System, using footnotes.

## **II. Bibliography**

Signature Work proposals must cite a minimum of ten sources in the bibliography, while final Signature Work papers must cite a minimum of twenty sources. Bibliographic formatting should adhere to the referencing format chosen for the project. Any source listed in the bibliography must be cited somewhere in the text.

## **III. Literature Review**

The literature review is essential for engaging with scholarship and acknowledging the historical and cultural significance of Signature Work projects in creative practice. We recommend students take the following steps in completing the literature review:

- Step 1 - Search for relevant literature
- Step 2 – Evaluate your sources
- Step 3 - Determine the themes, debates, and gaps
- Step 4 - Outline the structure
- Step 5 - Write your literature review

The literature review should include an introductory paragraph that explains the importance of the project topic and how it fits into the wider subject area. This introduction should also explain key terms, concepts, and background information. The main body of the literature review can be structured in different ways (e.g. thematic or chronological), but it should discuss sources by describing and evaluating publications, summarizing main points, and identifying gaps in the research area. Each paragraph must make a relevant point, which should be articulated in the topic sentence. The literature review conclusion paragraph should summarize the points you have made

## **IV. Methods Section**

The methods sections must explain how the student completed the project. It should build on the methods section of the Signature Work proposal, where students laid out a plan for what they wanted to do. But in the Signature Work paper, this will be written in the past tense, outline what students actually did.

## **V. Writing Quality**

Papers should be well-written with clear and concise language, thoroughly proof-read, and free from major deficiencies in formatting, grammar, and syntax.