

How to Insert a Table of Contents in the American University Thesis and Dissertation Template

Replacing or Creating a New Table of Contents

The instructions for creating a Table of Contents, List of Tables, and List of Illustrations are directly in the AU Thesis and Dissertation Formatting Template. If you accidentally deleted any of these elements or would like to begin fresh, follow the instructions below. Note that the instructions are for the Table of Contents, but you can follow the same process to replace the List of Tables or List of Illustrations.

1. Download a new template from the AU ETD Web site.

2. Highlight the Table of Contents page.

3. Copy the text to the clipboard by pressing CTRL + C (or right clicking and choosing Copy from the pop-up menu).

4. Paste the copied material into the template that you are working in, and then follow the instructions.