How to Structure an Appendix

1. A clear title

 'Appendix A: Data Tables for Study Results or 'Appendix B: Images of Experimental Setup.'

2. A list of contents

- Table of Contents:
 - A. Data Tables for Study Results
 - B. Images of Experimental Setup
 - C. Survey Questions and Responses
 - D. Sample Interview Transcripts

3. Page numbers:

- Appendix A
- Page 1 of 5

4. Relevant information:

Figure 1: Experimental Results [insert graph or chart here]

5. Proper formatting

 Appendix B: Survey Questions and Responses [insert survey questions and responses here, formatted following APA style guidelines]

6. Clear labeling

Table 1: Demographic Characteristics of Survey Respondents

7. Concise explanation

Appendix C: Sample Interview Transcripts
 Transcripts of the three interviews with the study participants shall be included for reference. These interviews provide further insights into the experiences of participants and their views on the subject addressed in this document.

Plan Communications User Guide Appendices

J. LeRoy Ward, Ginger Levin

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