

## **GUIDELINES FOR PREPARATION AND SUBMISSION OF Ph. D. THESIS**

### **1. ARRANGEMENT OF CONTENTS OF THESIS:**

The sequence in which the thesis material should be arranged and bound should be as follows:

1. Cover Page & Title Page
2. Examiner's Sheet (Annexure-1)
3. Bonafide Certificates (Annexure-2 & 3)
4. Acknowledgement
5. List of Tables (page no: i .....)
6. List of Figures (ii...)
7. List of Symbols, Abbreviations and Nomenclature (iii....)
8. Table of Contents
9. Abstract
10. Introduction (as chapter-1) (page:1)
11. literature review (as chapter-2)
12. Materials and Methods (as chapter-3)
13. Results and Discussion (as chapter-4)
14. Summary, Conclusion and Future Prospects (as chapter-5)
15. References/Bibliography
16. Appendices including certificates of analysis/Authentication drug or plant etc.  
(If applicable)
17. Publications of The Candidate's Work

## **TYPING INSTRUCTIONS:**

- The synopsis should have the following page margins
  - Top edge : 25 to 30 mm
  - Bottom edge : 25 to 30 mm
  - Left side : 35 to 40 mm
  - Right side : 20 to 25 mm
- Tables and figures should conform to the margin specifications. Large size figures should be photographically or otherwise reduced to the appropriate size before insertion.
- The general text shall be typed in Font Style “Times New Roman” Spacing 1.5 and Font Size 12.
- The page numbering for all items 1 to 3 should be done using lower case Roman numerals and the pages thereafter should be numbered using Arabic numerals.
- References can be numbered as 1, 2, 3 etc in the order in which they are referred to in the body of the synopsis. Only those, which are cited in the synopsis, only need be given in the list of references.

OR

References can be listed alphabetically author wise. In the text, the reference should be quoted as Sen-Sarma (1980) or Sen-Sarma and Thakur, (1981) or Sen-Sarma et al. (1982) for single, two and more than two authors, respectively. Papers by the same author in the same year should be distinguished by letters, a, b, c, etc.

### **For Literature Review, following pattern should be followed**

**Literature review is to present it as paragraphs (in chronological order :)** Arranged in order of occurrence / a reference work organized according to the dates of events. / the sequential order in which things occur

**Anani et al., (2000)** prepared methanol extracts from 19 medicinal plants of Togo and analysed them for antiviral and antibiotic activities. Ten of the 19 showed significant antiviral activity against one or other test viruses

**Ritu Lal et al. (2009):** Investigated the pharmacokinetics and tolerability of gabapentin enacarbil up to supratherapeutic doses and the effects of gabapentin enacarbil on cardiac repolarization in healthy volunteers, and to provide a dose reference for a future definitive QT/corrected QT (QTc) study and concluded that Gabapentin enacarbil was associated with dose-proportional gabapentin exposure at doses up to 6000 mg and was generally well tolerated in these healthy subjects.

**For references, following pattern should be followed.**

- **FOR RESEARCH PAPERS IN JOURNALS**

**Author(s) name (year). Title. *Abbreviated journal name*. vol. (Issue).pp**

**Example**

Mohan, V. and Singh, Y.P. (1996). Studies on Vesicular-Arbuscular Mycorrhizal (VAM) associations in *Prosopis* spp. in arid zone of Rajasthan. Indian J Pharm Sci. **4 (2)**. 55-64

- **COMPLETE BOOKS**

**Author(s) name (year). Title of Book *name*. Publisher Address, Edition, vol., pp**

Beeson, C.F.C. (1941). *The Ecology and Control of the Forest Insects of India and the Neighbouring Countries*. Vasant Press, Dehra Dun, Ed. vol..pp

- **THESES AND DISSERTATIONS**

Mohan, V. (1991). Studies on ectomycorrhizal association in *Pinus patula* plantations in the Nilgiri Hills, Tamil Nadu, Ph.D. thesis, University of Madras, Madras, India, 260 pp.

- **References from internet:**

Editor, author or compiler name (if available). Title. Web page address. Accessed on:

**NUMBER OF COPIES TO BE SUBMITTED FOR EVALUATION:**

**Ph. D. Thesis:** Five copies (Excluded the copy of the student and guide/co-guide) and Soft copy in the form of CD (in two copies) to be submitted to the University / Registrar.

**FORMAT FOR PUBLICATION OF RESEARCH PAPER**

TITLE -

AUTHORS – First name should be the scholar name as corresponding author and then Guide/ Co - guide name

ADDRESS- The address of scholar should be Dept. ----- **OPJS University, Churu, Rajasthan- India**

Guides address can be the place of working of the guide

Rest format of Research paper can be the same as proposed by concerned journal.

