

Guidelines for Preparation of PhD Thesis

1. ORGANISATION OF THE CHAPTERS OF THESIS The dissertation shall be presented in a number of chapters, starting with Introduction and ending with Summary and Conclusions. Each of the other chapters will have precise title reflecting the contents of the chapter. A chapter can be subdivided into sections, subsections and sub-sub-section so as to present the content discretely and with due emphasis.

1.1 Introduction The title of Chapter 1 shall be Introduction. It shall justify, highlight the problem poser, and define the topic and the aim and scope of the work presented in the dissertation. It may also highlight the significant contributions from the investigation.

1.2 Review of Literature This shall normally form the Chapter 2 and shall present a critical appraisal of the previous work published in the literature pertaining to the topic of the investigation. The extent and emphasis of the chapter shall depend on the nature of the investigation.

1.3 Research Methodology The reporting on the investigation shall be presented in one or more chapters with appropriate chapter titles. Due importance shall be given to experimental setups, procedures adopted and techniques developed, methodologies developed and adopted.

While important derivations/formulae should normally be presented in the text of these chapters, extensive and long treatments and information, detailed results in tabular and graphical forms may be presented in Appendices. Representative data in table and figures may, however, be included in appropriate chapters. Figures and tables should be presented immediately following their first mention in the text. Short tables and figures (say, less than half the writing area of the page) should be presented within the text, while large table and figures may be presented in separate pages.

1.4 Results and Discussions This shall form the penultimate chapter of the dissertation and shall include a thorough evaluation of the investigation carried out and bring out the contributions from the study. The discussion shall logically lead to inferences and conclusions as well as scope for possible further future work.

1.5 Summary and Conclusions This will be the final chapter of the dissertation. A brief report of the work carried out shall form the first part of the Chapter. Conclusions derived from the logical analysis presented in the Results and Discussions Chapter shall be presented and clearly enumerated, each point stated separately. Scope for future work should be stated lucidly in the last part of the Chapter.

1.6 References The candidates shall follow the style of citation and style of listing in one of the standard journals in the subject area consistently throughout his/her dissertation. However, the names of all the authors along with their initials and the full title of the article/monogram/book etc. have to be given; in addition to the journals/publisher, volume, number, page(s) and year of publication. Citation from websites should include the name(s) of author(s) (including the initials), full title of the article, website reference and when last accessed. Reference to personal communications, similarly, shall include the author, title of the communication (if any) and date of receipt.

Single spacing should be used for typing references.

1.7 Appendix Detailed information, lengthy derivations, raw experimental observations etc. are to be presented in the separate appendices, which shall be numbered in Roman Capitals (e.g. ‘Appendix IV’). Since reference can be drawn to published/unpublished literature in the appendices, these should precede the ‘Reference’ section.

1.8 Publications by the Candidate Articles, technical notes etc. on the topic of the dissertation published by the candidate may be separately listed after the literature cited. This may also be included in the Contents. The candidates may also include reprints of his/ her publications after the literature citation.

2. ARRANGEMENT OF THE CONTENTS OF THE THESIS

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

1. Title page
2. Dedication sheet (OPTIONAL)
3. DECLARATION (Title in Upper case)
4. CERTIFICATE (Title in Upper Case)
5. ABSTRACT (Title in Upper Case)
6. ACKNOWLEDGEMENT (Title in Upper Case)
7. TABLE OF CONTENT (Title in Upper Case)
8. LIST OF TABLES (Title in Upper Case)
9. LIST OF FIGURES (Title in Upper Case)
10. LIST OF SYMBOL AND ABBREVIATIONS (Title in Upper Case)
11. Chapters
12. References
13. Appendices
14. List of Publications

The Tables and Figures should be included at appropriate places in the text of the thesis.

3. THESIS FORMAT

3.1 Paper

3.1.1 Quality The dissertation shall be printed or Xeroxed on white bond paper, weight 80 gram or more per square meter.

3.1.2 Size The size of the paper shall be standard A4; height 297 mm, and width 210 mm.

3.1.3 Type-Setting, Text Processing and Printing The text shall be printed employing LaserJet or Inkjet printer, the text having been processed using a standard text processor. The standard font shall be Times New Roman of 12 pts with 1.5 line spacing. Except for the first page (Title page) and the Approval page, all other pages should be printed on both sides of the paper.

3.1.4 Page Format Pages from Title to Certificate shall be printed on single side and rest of the content shall be printed on both sides of the paper. However, the first page starting with Introduction will begin in a new page on the right side. For Single side printing: Top edge: 30mm Bottom edge: 30 mm Left: 40 mm Right: 30 mm For both side printing use Mirrored Margin as Top edge: 30mm Bottom edge: 30 mm Inside: 40 mm Outside: 30 mm

Additional top margin of about 15 mm to be added at the beginning of chapter. (15 + 30 mm = 45 mm from the top).

3.1.5 Pagination Page numbering in the text of the dissertation shall be Hindu-Arabic numerals at the center of the footer. Page number '1' for the first page of the Introduction chapter shall not appear in print, only the second page will bear the number '2'.

The subsequent chapters shall begin on a fresh page. Pagination for pages before the Introduction chapter shall be in lower case Roman numerals, e.g., 'iv'. Page number shall appear 20 mm from below.

3.1.6 Paragraph format Vertical space between paragraphs shall be about 1.5 line spacing. The first line of each paragraph should normally be indented by 15 mm. A paragraph should normally comprise more than one line. A single line of a paragraph shall not be left at the top or bottom of a page (that is, no windows or orphans should be left). The word at the right end of the first line of a page or paragraph should, as far as possible, not be hyphenated.

3.1.7 Font style and size Heading = Times New Roman (TNR), 18 pt Bold Sub Heading 1 = TNR 14 Pt Bold, All Caps Sub Heading 2 = TNR 14 pt Bold, Capitalise Each Word Sub Heading 3 = TNR 14 pt Bold, Sentence Case Sub Heading 4 = TNR 12 pt Bold, Sentence Case Italic Body Text = TNR 12 Pt Table & Figure Captions = TNR 12 pt Bold

3.2 Chapter and Section format

3.2.1 Chapter Each chapter shall begin on a fresh page with an additional top margin of about 15 mm (15 + 30 mm = 45 mm from the top). Chapter number (in Hindu- Arabic) and title shall be printed at the center of the line in 6 mm font size (18 pt) in bold face using both upper and lower case (all capitals or small capitals shall not be used). The format for typing Chapter heading is explained by the following illustrative example.

Chapter heading:

Chapter 1

Introduction

The word Chapter without punctuation should be centered 45 mm down from the top of the page. Two spaces below, the title of the chapter should be typed centrally using both upper and lower case capital letters. The text should commence 4 spaces below this title, the first letter of the text starting 15 mm inside from the left hand margin.

3.2.2 Sections and Sub- sections A chapter can be divided into Sections, Sub-sections and Sub-sub-sections so as to present different concepts separately. Sections and sub-sections can be numbered using decimal points, e.g., 2.2 for the second Section in Chapter 2 and 2.3.4 for the fourth Subsection in third Section of Chapter 2. Chapters, Sections and Sub-Sections shall be included in the Contents with page numbers flushed to the right. Further subsections need not be numbered or included in the contents.

The Sections and Sub-sections titles along with their numbers in 4 mm (14 pt) fonts, in bold face shall be flushed to the left (not centered). The typed material directly below division or sub-division heading should commence 1.5 line spaces below it and should be offset 15 mm from the left hand margin.

2.2.3 Table / Figure Format As far as possible, tables and figures should be presented in portrait style. Small size table and figures (less than half of writing area of a page) should be incorporated within the text, while larger ones may be presented in separate pages. Table and figures shall be numbered chapter-wise. For example, the fourth figure in Chapter 5 will bear the number Figure 5.4 or Fig.5.4

Table number and title will be placed above the table while the figure number and caption will be located below the figure. Reference for Table and Figures reproduced from elsewhere shall be cited in the last and separate line in the table and figure caption

4. AUXILIARY FORMATS

4.1 Binding The thesis shall be soft bound in Burgundy color, color code- #800020 270 GSM Board with white letters.

4.2 Front Cover The front cover shall contain the following details: Full title of thesis in 6 mm 22 points size font properly centered and positioned at the top. Full name of the candidate in 4. mm 14 points size font properly centered at the middle of the page.

A 40 mm dia replica of the Institute emblem followed by the name of the Department, name of the Institute and the year of submission, each in a separate line and properly centered and located at the bottom of the page.

4.2.1 Lettering All lettering shall be in White.

4.2.2 Bound back The degree, the name of the candidate and the year of submission shall also be embossed on the bound (side) in White letters.

4.3 Blank sheets In addition to the white sheets (binding requirement) two white sheets shall be put at

the beginning and end of the thesis.

4.4 Title sheet This shall be the first printed page of the thesis and shall contain the submission statement: The Thesis, submitted in partial fulfilment of the requirements of the Degree, Doctor of Philosophy in, the name and Reg No. of the candidate, name(s) of the supervisor and co-supervisor(s) (if any), Department, Institute and year of submission (sample enclosed).

4.5 Dedication sheet (optional) If the candidate so desires (s)he may dedicate his/her dissertation, which statement shall follow the title page. If included, this shall form the page 1 of the auxiliary sheets but shall not have page number.

4.6 Declaration sheet (Refer attached sample)

4.7 Certificate Page (Refer attached sample)

4.8 Abstract The 1000 word abstract shall highlight the important features of the thesis and shall correspond to the electronic version to be submitted to the Library for inclusion in the website. The Abstract in the thesis, however, shall have two more parts, namely, the layout of the thesis giving a brief chapter -wise description of the work and the key words.

4.9 Acknowledgements The acknowledgements by the candidate and will be signed personally.

4.10 Table of Contents The contents shall follow the Acknowledgement and shall enlist the titles of the chapters, section and sub-section using decimal notation, as in the text, with corresponding page number against them, flushed to the right. (Refer attached sample)

4.10.1 List of Figures and Tables Two separate lists of Figure caption and Table titles along with their numbers and corresponding page numbers against them shall follow the Table of Contents.

4.10.2 Abbreviation Notation and Nomenclature A complete and comprehensive list of all abbreviations, notations and nomenclature including Greek alphabets with subscripts and superscripts shall be provided after the list of tables & figures. As far as possible generally accepted symbols and notation should be used (Refer attached sample).

Auxiliary page from dedication (if any) to abbreviations shall be numbered using Roman numerals in lower case, while the text starting from the Introduction shall be in Hindu Arabic. (The first pages in both the cases shall not bear a page number).

Format for the Reference Section

Ayurvedic Classics Text from a classic:

- Sharma S, editor, (1st ed.). Ashtanga Samgraha of Vagbhata, Sootra Sthana; Dravadravya Vidnyaniya: Chapter 6, Verse 10-16. Varanasi: Chowkhambha Sanskrit Series, 2006; 37-38.

Verse /Text in a commentary on classic:

- Sharma S, editor, (1st ed.). Commentary Shashilekha of Indu on Ashtanga Samgraha of Vagbhata, Sootra Sthana; Dravadravya Vidnyaniya: Chapter 6, Verse 10-16. Varanasi: Chowkhambha Sanskrit Series, 2006; 37-38.

Journal article:

Standard journal article (for up to six authors)-

- Shetty SN, Mengi S, Vaidya R, Vaidya AD. A study of standardized extracts of *Picrorhiza kurroa* Royle ex Benth in experimental nonalcoholic fatty liver disease. *J Ayurveda Integr Med* 2010;1:203-10.

Standard journal article (for more than six authors)-

- Vaidya AB, Rajgopalan TG, Mankodi NA, Antarkar DS, Tathed PS, Purohit AV, et al. Treatment of Parkinson's disease with the cowhage plant-*Mucuna pruriens* Bak. *Neurol India* 1978;26:171-6.

If Organization is the author:

- Diabetes Prevention Program Research Group “Hypertension, insulin, and proinsulin in participants with impaired glucose tolerance” *Hypertension*.2002,40:679-686.

Books:

- Goodman G.A. “*The Pharmacological Basis of Therapeutics* ” 10thed. McGrawHill, NewYork, USA.2001,3-29.

If Book has both Author(s) and Editor(s):

- Johnson D. B., Maltz D. A., Broch J. “*DSR: The dynamic source routing protocol for multi-hopwireless ad hoc networks*” C.E. Perkins (Ed.), *Ad Hoc Networking*, Addison-Wesley, Reading, USA.2001,139–172.

If Organization is the Author of Book:

- Royal Adelaide Hospital: Department of Clinical Nursing, University of Adelaide, *Compendium of nursing research and practice development*,1999-2000.Adelaide(Australia):AdelaideUniversity;2001.

Chapter in a Book:

- Upadhyay SN. Therapeutic potential of immunomodulatory agents from plant products. Immunomodulation. In: Upadhyay SN, Editor. New Delhi: Narosa Publishing House; 1997. p. 149-54.

Conference Proceedings:

- Martinola G., Bauml M. F.“Optimizing ECC in Order to Prevent Shrinkage Cracking. Proceedings of the JCI International Workshop on Ductile Fiber Reinforced Cementitious Composites (DFRCC) - Application and Evaluation, Takayama, Japan, 2002, Oct 21-22,143-152.
- Xiang G., Boulton T. E., Coetzee F., Ramesh V. “Error Analysis of Background Adaption”

Proceedings of IEEE Computer Society Conference on Computer Vision and Pattern Recognition, South Carolina, USA, 2000, Jun 13–15, IEEE, 2000, 1:503-510.

Scientific or Technical Report:

- Russell M. L., Goth-Goldstein R., Apte M. G., Fisk W. J., *Method for measuring the size distribution of airborne Rhinovirus*. Berkeley (CA): Lawrence Berkeley National Laboratory, Environmental Energy Technologies Division; 2002 Jan. ReportNo.:LBNL49574. ContractNo.:DEAC0376SF00098. Sponsored by the Department of Energy.

Patent:

- Cho ST, inventor; Hospira, Inc., assignee. Microneedles for minimally invasive drug delivery. United States patent US 6,980,855. 2005 Dec 27.

Journal article on the Internet:

- Happell B. The influence of education on the career preferences of undergraduate nursing students. *Aust Electron J Nurs Educ* [Internet]. 2002 Apr [cited 2007 Jan 8];8(1):[about 12 p.]. Available from: http://www.scu.edu.au/schools/nhcp/aejne/vol8-1/refereed/happell_max.html
- Polgreen PM, Diekema DJ, Vandenberg J, Wiblin RT, Chen YY, David S, Rasmus D, Gerdtz N, Ross A, Katz L, Herwaldt LA. Risk factors for groin wound infection after femoral artery catheterization: a case-control study. *Infect Control Hosp Epidemiol* [Internet]. 2006 Jan [cited 2007 Jan 5]; 27(1):34-7.

Available from: <http://www.journals.uchicago.edu/ICHE/journal/issues/v27n1/2004069/2004069.web.pdf>

Monograph on the Internet:

- Foley K.M., Gelband H., editors. *Improving palliative care for cancer* [monograph on the Internet]. Washington: National Academy Press; 2001 [cited 2002 Jul 9].

Available from: <http://www.nap.edu/books/0309074029/html>

Database on the Internet:

- Database of Human Disease Causing Gene Homologues in *Dictyostelium Discoideum* [Internet]. San Diego (CA): San Diego Supercomputer Center; 2003 [modified 2003 Mar 30; cited 2007 Feb 2]. Available from: <http://dictyworkbench.sdsc.edu/HDGDD/>.

Ph.D. Dissertation/Thesis:

- Jones DL. *The role of physical activity on the need for revision total knee arthroplasty in individuals with osteoarthritis of the knee* [PhD dissertation]. Pittsburgh: University of Pittsburgh; 2001. 436 p.
- Liu-Ambrose TY. *Studies of fall risk and bone morphology in older women with low bone mass* [PhD dissertation]. Vancouver: University of British Columbia; 2004. 290 p.

TITLE

(Caps Times New Roman, Font Size 18, Centre Alignment, Bold)



Thesis submitted to the

NATIONAL INSTITUTE OF AYURVEDA (Deemed to be University)

for the award of the degree of

DOCTOR OF PHILOSOPHY (AYURVED VIDYAVARIDHI) -PhD (Ay.) IN.....
(Discipline)

by

NAME OF THE SCHOLAR

Under the supervision of

NAME OF SUPERVISOR

Designation

**NATIONAL INSTITUTE OF AYURVEDA
(Deemed to be University) JAIPUR
Ministry of Ayush, Government of India**

REGISTRATION NO. MONTH,

YEAR

DECLARATION

I (Name of the candidate) hereby declare that the thesis, titled (Title of Thesis) is a record of original research work undertaken by me for the award of the degree of Doctor of Philosophy (Ayurved Vidyavaridhi)-PhD (Ay.) in (Subject) I have completed this study under the supervision of Dr./Mr./Ms. (Name of the Supervisor),(Designation), Department of (Name of Department).

I also declare that this thesis has not been submitted for the award of any degree, diploma, associateship, fellowship or other title. I hereby confirm the originality of the work and that there is no plagiarism in any part of the thesis.

Place: Jaipur

Date:

Signature of the candidate

Name of the candidate

Reg No.....

Department of

National Institute of Ayurveda

(Deemed to be University) Jaipur

CERTIFICATE

This is to certify that the thesis submitted by (Name of the candidate) (Reg. No.) titled '..... (Title).....' is a record of research work done by him/her during the academic year 2021-2022 under my supervision in partial fulfillment for the award of Doctor of Philosophy (Ayurved Vidyavaridhi)- PhD (Ay.) in (Subject)

This thesis has not been submitted for the award of any degree, diploma, associateship, fellowship or other title. It has not been sent for any publication or presentation purpose. I hereby confirm the originality of the work and that there is no plagiarism in any part of the thesis.

Place: Jaipur

Date:

Signature of the Supervisor

Name of the Supervisor

Designation

Department of

National Institute of Ayurveda

(Deemed to be University), Jaipur

Signature of the Head of Department

National Institute of Ayurveda

(Deemed to be University), Jaipur