GUIDELINES FOR THE PREPARATION OF PH.D/M.Sc.(Engg.) THESIS

1. Reports should be typed neatly on one side of the paper with 1.5 spacing on a A4 size bond paper (210x297mm). The margins should be: Left – 1.25",Right – 1", Top and Bottom 0.75".

2. The total number of reports to be prepared are
   a) Four copies to be submitted to the Registrar (Evaluation).
   b) One copy to the department
   c) One copy to the concerned guide(s)
   d) One copy to the candidate.

3. Before taking the final printout, the approval of the concerned guide(s) is mandatory and suggested corrections. If any, must be incorporated.

4. For making copies dry tone Xerox is suggested.

5. Every copy of the report must contain
   a) Inner title page(White)
   b) Outer title page with a plastic cover
   c) Certificate in the format enclosed.
   d) The thesis must be forwarded through the principal /HOD/ Head of the Organization where work is carried out.
   e) An abstract (synopsis) not exceeding 1000 words, indicating salient features of the work

6. The organization of the report should be as follows
   ➢ Inner title page
   ➢ Abstract or synopsis   Usually numbered in roman
   ➢ Acknowledgments
   ➢ Table of contents
   ➢ List of table & figures (optional)
   ➢ Chapters (to be numbered in Arabic) containing Introduction- which usually specifies the scope of work and its importance and relation to previous work and the present developments, Main body of the report divided appropriately into chapters, sections and subsections. A tentative division is as given below.
   ➢ The chapters, sections and subsections may be numbered in the decimal form for e.g. Chapter, 2, sections as 2.1, 2.2 etc., and subsections as 2.23, 2.5.1 etc.

- The chapter must be left justified (font size 16).Followed by the title of chapter centered (font size 18), section/subsection numbers along with their heading must be left justified with section number and its heading in font size 16 and subsection and its heading in font size 14. The body or the text of the report should have font size 12.

- The **figures** and **tables** must be numbered chapter wise for e.g:Fig 2.1 Block diagram of a serial

- inary adder, Table 3.1 primitive flow table. Etc. All figures and tables should appear either in the same page or the next page in which they are referred first. Preferably, all figures and tables are to be placed either at the top or the bottom of a given page.

- The **last chapter** should contain the summary of the work carried, contributions if any, their utility along with the scope for further work.

- **Reference**: The references should be numbered serially in the order of their occurrence in the text and their numbers should be indicated within square brackets for e.g (3). The section on references should list them in serial order in the following format.

  a) For textbooks-A.V. Oppenheim and R.W. Schafer, Digital signal processing, Englewood, N.J., Prentice Hall, 3 Edition, 1975

  b) For papers- Devid, Insulation design to combat pollution problem, Proc of IEEE, PAS, Vol 71, Aug 1981 , pp 1901-1907

- One **SI units** are to be used in the report. Important equations must be numbered in decimal form for e.g.

- V=IZ ………. (3.2)

- All equation numbers should be right justified.

- The **report** should be extensive and include descriptions of work carried out by others only to the best extent necessary. Verbatim reproduction of material available elsewhere should be **strictly** avoided. Where short excepts from published work are desired to be included, they should be within quotation marks appropriately referenced.

➢ Proper attention is to be paid not only to the technical contents but also to the organization of the report and clarity of the expression. Due care should be taken to avoid spelling and typing errors. The student should note that report-write-up forms the importa component in the overall evaluation of the project.

➢ Hardware work must include: the component layout complete circuit with the component list containing the name of the component, numbers used, etc. and the main component data sheets as Appendix.

➢ Software work must include a virus free disc, containing the software development by them along with the readme file. Readme file should contain the details of the variables used, salient features of the software and procedure of using them: compiling procedure details of the computer hardware/software requirements to run the same, etc. If the developed software uses any public domain software downloaded from some site, then the address of the site along with the module name etc. must be included on a separate sheet. It must be properly acknowledged in the acknowledgments.

➢ The thesis submitted to the departments/guide(s) must be hard bounded, with a plastic covering.

➢ The thesis may be composed in Latex/Tex/ Word format.