



GUIDELINES FOR PREPARATION AND SUBMISSION OF Ph.D THESIS

LAYOUT & FORMAT

S. No.	Specifications	Descriptions
1	Size of the paper	A4 (8.5" x 11.5") except for maps, drawing and graph
2	Paper Quality	Executive Bond Paper with minimum 85 GSM
3	Font	The text should be typed in 1.5 line spacing using normal typeface /electronic typing/ PC word processing in 12 font size of Times New Roman (English font) or Mangal (Hindi font); Fancy fonts should be avoided for text writing.
4	Margins	The text should be typed on one side of the paper leaving a margin of 3 cm on left hand side and 3 cm on right hand side as well as 3 cm at the top and 2 cm at the bottom.
5	Caption and numbering (Tables and Figures)	<ul style="list-style-type: none"> Each table and figure should carry a number and title describing a data presented in it, unambiguously. The caption should appear at the top of table. Tables should be numbered consecutively with Arabic numerals throughout the thesis. The caption should appear at the bottom of the figure. Figures should be numbered consecutively in order of the presentation. All the tables and figures must be referred to in the text by the numbers. Phrase such as "following table/figure" must be avoided.
6	Heading and subheading	<p>All the heading should be left aligned. The heading and subheading can be numbered if required.</p> <ul style="list-style-type: none"> Chapter title: 14 font size of Times New Roman, Bold Heading: 13 font size of Times New Roman, Bold Subheading: 12 font size of Times New Roman, Bold Italics
7	Length	Optimal length of the thesis should be kept between 150-300 pages

ARRANGEMENT OF THE CONTENT IN THE THESIS

The content of the thesis has to be arranged in following sequential manner:

THESIS

- Cover Page (Form-I)
- Title Page (Form-II)
- Certificate by Supervisor (Form-III)
- Declaration by student (Form-IV)
- Copyright Certificate (Form-V)
- Acknowledgements
- Abstract (Minimum 1500 Words)
- Table of contents (Form-VI)
- List of Abbreviations & Symbols (Form-VII)
- List of Tables (Form-VII)
- List of Figures (Form-VII)
- Chapters
- References (Form-VIII)
- Annexures
 - Certificates (Authentication, Animal Activity etc)
 - List of Publications (Form-IX)
 - Published Research Papers

NOTE:

- Research Papers with MAU affiliation will be accepted published during PhD tenure.
- Research papers should have been extracted from Ph.D. research work only, no other research papers before or during Ph.D. tenure shall be accepted

OTHERS DOCUMENTS TO BE SUBMITTED

- Covering letter of Supervisor forwarded by HoD for submission of thesis after thorough checking of all documents, arrangements etc.
- Synopsis
- Affidavit (Form -X)
- Six monthly Progress reports (Form - XI)
- No Dues Certificate (Form - XII)
- All Fee paid receipts
- Curriculum Vitae of the candidate

Sample First page of Chapter (SAMPLE-I)

Sample Other pages of Chapter (SAMPLE-II)

Sample for Separator (SAMPLE-III)

COLOR FOR THE COVER PAGES

Pharmacy: Light Blue

Education: Light Brown

Engineering: White

Management: Black

Science: Light Green

Commerce: Yellow

Humanities: Light Grey

Total Number of Thesis for submission

- Soft copy of Abstract: Total 2 in CD
- Soft copy of Thesis: Total 5 [CD (3) + Pen drive (2)]
- Six hard bound copies
(Seven in case of co-supervisor)

For Pre Ph.D. viva: Scholar has to submit; Supervisor's consent letter for Pre Ph.D. viva; Soft copy of Abstract and Thesis in .pdf format; One hard copy (spiral binding) of thesis.

“Evaluation of pharmacological activities of leaves of *Tulsi*”

A Thesis

Submitted for the Award of the Ph.D. Degree of

Maulana Azad University

By

Name of Candidate

Under the supervision of

Dr. Name of Supervisor



Month, YEAR

Department of _____

Faculty of _____

Maulana Azad University, Jodhpur

**“Evaluation of pharmacological
activities of leaves of *Tulsi*”**

**“इवैल्यूएशन ऑफ़ फार्माकोलॉजिकल
एक्टिविटीज़ ऑफ़ लीवज़ ऑफ़ तुलसी”**

A Thesis

Submitted for the Award of the Ph.D. Degree of

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Maulana Azad University, Jodhpur

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It gives me immense pleasure in certifying that the thesis entitled
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_____ is based on the research carried out under my
supervision and it describes the original research work. To the best of my
knowledge and belief, this work has not been submitted elsewhere for any
degree of any other institution in India or abroad. He/She has completed the
following requirements as per Ph.D. regulations of the University;

- i. Regularly presented Half Yearly Progress Report.
- ii. Published minimum two research paper in referred research journal.

I recommend the submission of thesis.

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(Co – supervisor)

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FORM

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NOTE: List of Abbreviations, Tables & Figures should be on separate pages

List of Abbreviations

Abbreviation	Description
CNS	Central Nervous System
GAD	Generalized anxiety disorder
OCD	Obsessive-compulsive disorder

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STYLE OF REFERENCING

(i) Articles from Journals: Author name. Title. Abbreviated journal name year; volume: page.

- i. Devi KV, Pai RS. Antiretrovirals: Need for an Effective Drug Delivery. Indian J Pharm Sci 2006;68:1-6. List the first six contributors followed by et al.
- ii. Volume with supplement: Shen HM, Zhang QF. Risk assessment of nickel carcinogenicity and occupational lung cancer. Environ Health Perspect 1994; 102 Suppl 1:275-82.
- iii. Issue with supplement: Payne DK, Sullivan MD, Massie MJ. Women's psychological reactions to breast cancer. Semin Oncol 1996;23(1, Suppl 2): 89-97.

(ii) Books and Other Monographs:

- i. Personal author(s): Ringsven MK, Bond D. Gerontology and leadership skills for nurses. 2nd ed. Albany (NY): Delmar Publishers; 1996.
- ii. Chapter in a book: Phillips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, editors. Hypertension: pathophysiology, diagnosis, and management. 2nd ed. New York: Raven Press; 1995. p. 465-78.

(iii) References from internet: Author Name. Title. Web page address. Accessed on:

List of Publications

1. Title of Paper
Journal Name and other publishing details
Abstract

2. Title of Paper
Journal Name and other publishing details
Abstract

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AFFIDAVIT

I, _____ S/o/D/o _____ resident
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- i. The research work incorporated in the present thesis entitled
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- ii. This work (in part or in full) has not been submitted to any University for the
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degree awarded to me may be withdrawn by university in case the above
mentioned offence is traced in my research work even at later date in future.

Date:

Name of Scholar

Place:



Maulana Azad University, Jodhpur

Six Monthly Progress Report for Ph.D.

Department of _____; Faculty of _____

Submitted to: Maulana Azad University, Jodhpur by the Research Scholar

1. Progress report : From _____ to _____

2. Name of the research scholar : _____

3. Registration number : _____

4. Topic of research work : _____

5. Work done during the period :

6. Remarks by the supervisor

Sign. _____

Name of Research Scholar:

Date:

Sign. _____

Name of Supervisor:

Date:



Maulana Azad University, Jodhpur

No Dues Certificate

Name: Enrol. No.

Father's Name: Course:

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1. I am leaving the University on completion of my Diploma/Degree with/without completion of the course.
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5.	Dean/HoD		
6.	Dean- Research (For Ph.D. students only)		
7.			

1.1 Management

1.2 Historical Overview of Management

1.2.1 Management in Industries

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Other Pages of Chapter

Chapter - 1

Introduction
