



MVN UNIVERSITY, PALWAL
GUIDELINES FOR PREPARATION OF
Ph.D. SYNOPSIS
(Pre-Thesis Submission)

1. NUMBER OF COPIES TO BE SUBMITTED:

Six hard copies and one soft copy (pdf file) in a properly labelled CD are to be submitted to the Chairman of the School Doctoral Research Committee of the concerned School through the supervisor. The soft copy of synopsis (**Pre-Thesis Submission**) should also be emailed to respective guide/co-guide.

2. LANGUAGE: Language of the Synopsis (**Pre-Thesis Submission**) will be English unless the subject of the thesis requires the language to be other than English fully or in part, for which permission of the concerned DRC is required.

3. SIZE OF SYNOPSIS:

The size of synopsis (**Pre-Thesis Submission**) should normally be 15-20 pages long (not exceeding 6000 words) typed on one side of good quality (not lower than 80 gsm) A4 size white paper.

5. LAY OUT OF SYNOPSIS (Pre-Thesis Submission):

i. Cover Page & Title page

Format of Cover Page

(A typical Specimen of Cover Page & Title Page)

<bold>

SYNOPSIS

(PRE-THESIS SUBMISSION)

<bold><1.5 line spacing>

TOPIC NAME

<Italic>

Submitted by

<bold>

STUDENT'S NAME

REGN. No.: _____

</bold>

Under the Supervision of
Guide's name

Designation

In Partial Fulfilment of the Requirements for the Degree of

<bold>

DOCTOR OF PHILOSOPHY

<logo size 38 x 35 mm>



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DEPARTMENT'S NAME

SCHOOL OF ENGINEERING AND TECHNOLOGY

MVN UNIVERSITY, PALWAL- 121105

MONTH YEAR

- ii. Table of Contents
- iii. Body of the Synopsis (For guidance only)
 - Abstract
 - Introduction
 - Brief survey of earlier related work
 - Objective of the Thesis
 - Research Methodology
 - Major Results and Discussion
 - Summary and Conclusions
- iv List of Publications (from the Ph.D work of the student)
- v. List of References (duly cited in the running text)

6. 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: 25 to 30 mm

- The general text shall be typed in the Font Style “Times New Roman” with Font Size of 12.
- The line spacing of the text should 1.5. Line spacing of Figure captions and Table captions should be 1.
- All Headings should be numbered as 1, 2, 3, etc., using **bold letters of Font size 12**. Sub-headings should be avoided. If needed, they can be numbers as 1.1, 1.2, 2.1, 2.2, etc.

- The page numbering for all items (i) to (iii) of Layout of Synopsis (Para 4) should be done using lower case Roman numerals (i, ii, iii, etc.) and the pages thereafter should be numbered using Arabic numerals (1, 2, 3, etc.). Page numbers should be put at the centre of the bottom of the each page.
- 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. Format for the reference is given later on.
- **Cover Page & Title Page:** A specimen copy of the Cover page & Title page for synopsis is given in Annexure A.
- **Table of Contents:** The table of contents should list all material following it (headings and subheadings in the body of the synopsis) and the formatting is given in Annexure B.
- **Abstract:** An Abstract of the Synopsis not exceeding one page or in less than 350 words, whichever is less, must be given at the start of the Body of the Synopsis.
- **Referencing:** When referring to a reference item, the reference number, as in [2] be used. “Ref. [3]” or “Reference [3]” should not be used except at the beginning of a sentence, e.g. “Reference [3] shows ...”. Multiple references are each numbered and kept inside one square bracket (e.g. [2, 3 and 5–8]). References should appear in text sequentially with increasing Arabic numerals being used.
- **Equations:** Equations should be typed using an equation editor with Times New Roman Font of readable size. They should be numbered sequentially using the Arabic numerals inside () brackets.
- **Tables and Figure:** Tables and figures must be placed as close as possible to their first mention in the text. All information in Tables and Figures should have font size / line width sufficient to become visible. All photographs included in the synopsis should be glossy. Tables and figures with their captions should be numbered using Arabic numerals as 1, 2, 3, etc. (e.g., Table 1, Table 2, Figure 1, Figure 2) and typed within the specified margin. Large size figures should be reduced to the appropriate size by photography or otherwise before insertion. Figure caption should have the figure no. and be displayed below the figure. Table caption should have the Table no. and be displayed above the table.
- **Units:** All units of all parameters used should be in SI units unless specifically required otherwise. In such special cases, the quantity should also be given in SI units at least at the start of use of such non-SI unit.

7. FORMAT FOR REFERENCING:

website:

<http://www.ieee.org/documents/ieeecitationref.pdf>

Format for referencing will be as follows:

Journal Publication:

R. K. Author, “Name of paper”, *Title of Periodical*, vol. x, no. x, pp. xxx-xxx, Month, year.

Example:

- [1] B.K. Samanta, M. Maity, S. Dalal and A.K. Banthia, “Piezoelectric properties of modified epoxy: Effect of chain length”, *Journal of Applied Physics*, vol. 135, no.4, pp. 216-223, 2006.

Book Chapter:

- [2] R. K. Author, "Title of chapter in the book," in Title of His Published Book, xth ed. City of Publisher, Country if not USA: Abbrev. of Publisher, year, ch. x, sec. x, pp. xxx-xxx.

Examples:

- [3] S.N. Tewari, "Fabrication of ultra-thin oxide gate dielectric for VLSI" in A Monograph on Device Processing, Dehradun, India, International Book Distributors, 1992, pp. 498.
- [4] S. Bedi, *Random numbers for dummies*, New Delhi, J. Wiley, 1994, pp. 55-70.

Thesis:

- [5] R. K. Author, "Title of Thesis", M.Tech./Ph.D. Thesis, Department, University, City, Country, pp. xxx - xxx, Month, year.
- Example:
- [6] B. K. Das, "Some Aspects of Displacive Phase Transformation in Nb-Ru Equi-atomic Alloys", Ph.D. Thesis, University of Illinois, Urbana, USA, pp. 110-115, January, 1971.

Reports:

- [7] R. K. Author, "Title of report," Abbrev. Name of Co., City of Co., Abbrev. State, Report no.xxxxx, year
- Example:
- [8] B. K. Das and S. N. Singh, "Calibration program for the silicon solar cells", National Physical Laboratory, New Delhi, India, Report no. EM-2001-1202, 2001.

Handbook:

- [9] Name of Manual/Handbook, x ed., Abbrev. Name of Co., City of Co., Abbrev. State, year, pp. xxx-xxx.
- Examples:

- [10] Handbook on Electronics, 3rd ed., ed. R. K. Patel, IETE, New Delhi, India, 1985, pp. 44–60.

Conference Proceedings:

- [11] R. K. Author, “Name of paper”, in *Proceedings of Conference Name*, City, Country, Ed. by Name of Editors, pp. xxx – xxx, Dates, Month, year.

Example:

- [12] S.D.Naik, S.K.Apte, R.S.Sonawane, B.B.Kale, N.Pavaskar and B.K.Das, "Nano size Mn₃O₄ (hausmanite) powder preparation by microwave and its characterization", in *Proceedings of the Ninth International Conference on Ferrites (ICF-9)*, San Francisco, USA, Ed. by Ronald Soohoo, American Ceramic Society, pp.853-858, 2005.

Conference Presentation:

- [13] [14] R. K. Author, “Name of paper”, *Conference Name*, City, Country, Dates, Month, year.

Example:

- [15] R.Kishore, S.N.Singh and B.K.Das, “Growth of silicon nitride by plasma enhanced chemical vapour deposition for antireflection coating on silicon solar cells”, *Second Annual General Meeting of Materials Research Society of India*, New Delhi, 1991.

Patent:

- [14] R. K. Author, “Title of the Patent”, Patent Office, Patent no. xxxxxxxxxx, date, year

Example:

- [15] G.C.Jain, C.V.Ganapathy, G.Govindswamy, B.K.Das, H.S.Kalsi, T.R.Puspangadan, S.Chandra, S.C.Gupta, S.S.Hanspal, T.Podikunju and R.S.Khanduja, "Improvement in or relating to manufacture of medium wave cup and drum cores", Indian Patent No. 140966, 1976.

Web Page:

- [16] Web Page Owner, Available: <http://xxxx.xxxx.xxxx>, date, year

Example:

- [17] Wikipedia webpage, Available: http://en.wikipedia.org/wiki/Integrated_circuit, 29 November, 2013.

Yet to be Published Work:

- [18] A. K. Nigam, “A note on antenna arrays,” IEEE Trans. Antennas Propag..., to be published.*** This style should be used only when the paper has been accepted or scheduled for a future publication, i.e., “to appear in.” should not be used***
- [19] S. S. Klien, “Effect of gamma function on population distribution analysis,” submitted for publication. *** This style is to used only when the paper has

not yet been accepted or scheduled for publication, i.e., “to appear in.”
should not be used***

[20] S. S. Klien, “Effect of gamma function on population distribution analysis,”
unpublished. *** This style is to used only when the paper has not yet been
sent for publication, i.e., “to appear in.” should not be used***

Full names of the Journals and Conferences, not their abbreviations, should be
given.

8. BINDING SPECIFICATIONS:

Each of the six copies of the synopsis (Pre-Thesis Submission) should be spiral
binded.

9. SUBMISSION OF SYNOPSIS:

The student has to submit to the Chairman of the Doctoral Research Committee
(DRC) of the concerned department six hard bound copies of the synopsis along
with a soft copy of the synopsis (in pdf file format) on a CD with proper
labeling. The soft copy of the approved synopsis should also be emailed to
respective guide.

After the approval of the synopsis by the DRC, the Supervisor(s) should submit
the list of Reviewers directly to the Chairman, DRC of the concerned
department in a sealed envelope.