

# **GUIDELINES FOR PREPARING SYNOPSIS**

## **1. General**

The synopsis is to be considered as a detailed proposal of the proposed research work. The synopsis should give an outline of the entire research work. It includes statement of problem, review of literature, research gaps, hypothesis formulation, objectives of the study and research methods. It is expected that the candidate must complete all the basic formalities such as course work, comprehensive examinations, etc. and would incorporate all the suggestions and directions given by the members of Research Advisory Committee of the University.

## **2. Number of Copies to be submitted.**

Three hard copies of synopsis and one soft copy (PDF file) in properly labeled CD need to be submitted to the Research Cell of the University through the Supervisor. The synopsis should be submitted along with application form (Appendix-I), consent of Supervisor, copy of result of course work, copy of semester fee receipt, etc.

## **3. Size of Synopsis**

The size of synopsis should be about 10 to 15 pages of 1.5 spacing on A4 Size good quality white paper preferably not lower than 80 gsm.

## **4. Layout of Synopsis**

- (i) Cover Page: Title Page including topic of the study, Candidate's name, registration number and name of the supervisor and name of co-supervisor if any (Appendix-II).
- (ii) Declaration (Appendix-III)

- (iii) Table of Contents
- (iv) Body of Synopsis
  - a. Introduction
  - b. Statement of the problem/research problem
  - c. Review of literature and research gaps
  - d. Need and objectives of the study
  - e. Scope of the study
  - f. Research Hypothesis(if required)
  - g. Research Methodology /Materials and Methods: Sample size and sample selection, data requirements, tools and techniques for data collection and analysis, Hypothesis testing etc.
  - h. Tentative chapter plan
  - i. References/Bibliography

## **5. Technical Specifications**

### Typing instructions

- (i) Margins
  - Top = 1.5” Binding side 1.5”
  - Other sides 1”
- (ii) The general text of the synopsis must be typed in Font Style “Times New Roman” and font size should be 12.
- (iii) The page numbering for all items under 4(i) to 4(iii) above should be done using lower case Roman numerals and the pages thereafter should be numbered using Arabic numerals and typed at the bottom centre. Page number on the cover page, though considered as page number one, but should not be printed/typed
- (iv) Tables and figures should conform to the margin specifications. Large size figures should be photographically or otherwise reduced to the appropriate size before insertion.
- (v) Caption of Tables should be on the upper side and caption of figures should be at the bottom

- (vi) Table of Contents: The table of contents should list all material following it (divisions and sub-divisions of body of the synopsis).

**6. Language:**

- a. English, except in the case of languages where a language other than english may be allowed.
- b. American or British spelling is acceptable, but one form must be used consistently throughout the synopsis.

**7. Binding Specifications:**

All copies of synopsis must be sewn/stitched using flexible cover of thick white art paper. A brown tape/cello tape may be used to cover the sewn/stitched portion. The cover should be printed in back letters and the text of printing should be identical to what has been prescribed for the title page.

**Spiral binding will not be accepted.**

**8. Signature on the Synopsis:**

The title page and the last page of synopsis should be signed by the research student. The title page should be signed by the Supervisor and the Co-supervisor.

**9. Submission of Synopsis:**

Three hard copies of synopsis along with soft copy should be submitted to (Co-ordinator Ph.D/M.Phil) as per time schedule notified by the Research Department of the University. If any candidate has obtained extension in time for submission, sanction, for requisite extension of time should be submitted along with application for registration.

Note: In case any clarification is needed, please contact Dr. B.S. Bhatia, PVC or Dr. Santosh Bali, Research Coordinator and Assistant Professor.

Application Performa for submission of Synopsis for Registration

(To be submitted in Research office with the necessary documents through the supervisor/HOD)

1. Name of the research student .....
2. Department .....
3. Topic of the study .....
4. Name of supervisor and co-supervisor (if any) .....  
.....
5. Following documents are enclosed :
  - (i) Result of course work.
  - (ii) Proof of payment of registration fee.
  - (iii) Migration Certificate from the University last attended.(Ignore if already submitted)
  - (iv) Three hard copies and a soft copy of the synopsis
  - (v) Plagiarism report of the authorized software.

Name and signature of the  
research student.

## **TITLE OF THE STUDY**

(In capital letters, double-spaced, if more than one line)

### **A SYNOPSIS**

Presented to RIMT University for registration for the

**Degree of Doctor of Philosophy in Name of the Department**



**Signature and Name  
of the Supervisor**

**Signature and name  
of the candidate**

**Signature & Name  
of Co-Supervisor (if any)**

**Regd./Roll No. \_\_\_\_\_**

**Name of the Department  
RIMT UNIVERSITY,  
MANDI GOBINDGARH, PUNJAB  
Month, Year-**

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## Declaration

I hereby affirm that this synopsis entitled \_\_\_\_\_  
being submitted for registration for the degree of Doctor of Philosophy,  
is my own work. It has been prepared under the supervision of Dr.  
..... at RIMT University, Mandi  
Gobindgarh, Punjab. I further affirm that it has not been submitted to any  
other university for registration for any degree or diploma.

Signature and name of the candidate

Registration No.....

Counter signed

Signatures(s), Name(s) and  
Designation (s) of the  
Research Supervisors