



Guidelines for Thesis Submission

1. DSU Guidelines for Thesis Submission:

- 1.1 The Ph.D. programme concludes with the submission of a thesis based on substantial original research conducted by the scholar under the supervision of the designated guide. The thesis should demonstrate publishable quality and be capable of withstanding rigorous peer review.
- 1.2 Before the submission of the thesis, the Research scholar should present the synopsis of the thesis before the Doctoral Progress Committee (DPC). The synopsis, along with the name, designation, and signature of attendees at the seminar and review cards of all the DPC members should be submitted to the Centre for Research and Development (CRD) office.
- 1.3 Synopsis review is a prerequisite before submission of Ph.D. thesis. The review is for getting feedback and comments, which must be suitably incorporated into the thesis under the advice of the Supervisor.
- 1.4 No Dues certificate duly endorsed by the Parent Department Head, Account section/department, and Library, as per the format provided with this guidelines must be submitted along with the thesis.
- 1.5 Upon completion of the research work, and after ensuring that at least 3 years/6 DPCs (for full-time candidates) or 3.5 years/7 DPCs (for part-time candidates), have been completed from the date of registration, the Research scholar shall submit a thesis of the research work, including a bibliography, to the University through the Research supervisor(s).
- 1.6 Every Research scholar must check his/her thesis with reputed plagiarism software (i.e. turnitin, Drillbit, etc.) and must submit the certificate of plagiarism check along with the thesis as per the format provided by the University. For the Ph.D. Research scholar a similarity index must be less than or equal to 10% ($\leq 10\%$) will be required. (UGC 2018 Notification: Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions)
- 1.7 The University reserves the rights to conduct a plagiarism check of its own before the submission of thesis.
- 1.8 The Research scholar has to submit the Hard-bound Final Thesis to the Centre for Research and Development (CRD) office of Dr. Subhash University after completion of Viva-Voce (Open Defense)

minimum 03 (Three) copies along with softcopy of thesis plus additional copy for Co-supervisor (if any).

- 1.9 Final thesis is to be uploaded in the SHODH GANGA as per format suggested in their portal through the University library.

2. Preamble:

While utmost attention must be paid to the content of the thesis, which is being submitted in partial fulfilment of the requirements of the respective degree, it is imperative that a standard format be prescribed.

3. Organization of the Thesis:

Thesis shall be presented in a number of chapters, starting with Introduction and ending with Summary and Conclusions. Each of the other chapters will have a precise title reflecting the contents of the chapter. A chapter can be subdivided into sections, subsections and sub-sub-section.

The thesis shall be in English and should include the components in following sequence: (Hard and Soft copy)

- Fly Page (2 Blank pages)
- Cover and Title Page (Annexure – I)
- Thesis Approval Certificate (Annexure – II)
- Declaration (Annexure – III)
- Certificate (Annexure – IV)
- Certificate of Originality (Annexure – V)
- Copy Right Transfer Certificate (Annexure – VI)
- Acknowledgement
- Table of Contents
- Nomenclatures
- List of Figures
- List of Tables
- Abstract (Not more than 500 words)

- Thesis Body (Chapters)
- List of References
- Appendix – I: List of Publications (Mandatory)
- Appendix – II: List of Abbreviations (Optional)
- Appendix – III: Achievements / Research grants / Patents / Awards / Recognition / Monograms (Optional)
- Appendix – IV: Matlab Code / Analysis tool / Survey tool / Others (Optional)
- Appendix – V: Bibliography (Optional)
- Appendix – VI: Any other not mentioned in above list
- Appendix – VII: Plagiarism / Similarity Report (Mandatory)
- Fly pages (2 Blank pages)

3.1 References should be according to –

Discipline	Preferred Reference Style
Engineering	IEEE (Institute of Electrical and Electronics Engineers)
Computer Applications (MCA/BCA)	IEEE (Institute of Electrical and Electronics Engineers) or ACM (Association for Computing Machinery)
Mathematics	APA (American Psychological Association, 7 th Edition) or AMS (American Mathematical Society)
Physics	AIP (American Institute of Physics) or APS (American Physical Society)
Pharmacy/Chemistry	ACS (American Chemical Society)
Biology	CSE (Council of Science Editors) or APA (American Psychological Association, 7 th Edition)
Commerce	APA (American Psychological Association, 7 th Edition) or Harvard Author-Date Referencing Style
Management	APA (American Psychological Association, 7 th Edition)
Arts and Humanities	MLA (Modern Language Association, 9 th Edition)

3.1.1 IEEE Reference style

1. **Books:**

[Reference Number] Author(s), Book Title, Edition (if applicable).
Place of publication: Publisher, Year.

Example:

[1] A. S. Tanenbaum and D. J. Wetherall, Computer Networks, 5th ed. Upper Saddle River, NJ, USA: Prentice Hall, 2011.

2. **Journal Articles:**

[Reference Number] Author(s), "Article Title," Journal Name, vol., no., pp., Month Year.

Example:

[2] J. Clerk Maxwell, "A dynamical theory of the electromagnetic field," Philosophical Transactions of the Royal Society of London, vol. 155, pp. 459–512, March 1865.

3. **Conference Papers:**

[Reference Number] Author(s), "Paper Title," in Proceedings of Conference Name, Place, Year, pp. xx–xx.

Example:

[3] S. Zhang, X. Zhu, and T. Li, "A new algorithm for image segmentation," in Proc. IEEE Int. Conf. Image Processing, Beijing, China, 2022, pp. 112–116.

4. **Web Sources:**

[Reference Number] Author(s), "Page Title," Website Name. [Online]. Available: URL. [Accessed: Month, Day, Year].

Example:

[4] IEEE, "IEEE editorial style manual," IEEE. [Online]. Available: <https://www.ieee.org>. [Accessed: Feb. 15, 2025].

5. **Thesis/Dissertation:**

[Reference Number] Author, "Thesis Title," Degree thesis, Institution, Place, Year.

Example:

[5] J. K. Author, "A study on system modeling," Ph.D. dissertation, Dept. Elect. Eng., Harvard Univ., Cambridge, MA, USA, 2020.

3.1.2 ACM Reference style

1. Books

Author First Name Last Name and First Name Last Name. Year. *Book Title* (Edition ed.). Publisher, Place of Publication.

Example:

Andrew S. Tanenbaum and David J. Wetherall. 2011. *Computer Networks* (5th ed.). Pearson, Boston, MA.

2. Journal Articles

Author First Name Last Name and First Name Last Name. Year. Article Title. *Journal Name* Volume, Issue (Year), Page Range. DOI (if available).

Example:

David D. Anderson and Philip S. Livingston. 1999. The zero-divisor graph of a commutative ring. *Journal of Algebra* 217, 2 (1999), 434–447. <https://doi.org/10.1006/jabr.1998.7840>

3. Conference Papers

Author First Name Last Name, First Name Last Name, and First Name Last Name. Year. Paper Title. In *Proceedings of the Conference Name (Conference Acronym 'Year)*. Publisher, Place of Conference, pp. Page Range. DOI (if available).

Example:

Shuo Zhang, Xiaoming Zhu, and Tao Li. 2022. A new algorithm for image segmentation. In *Proceedings of the IEEE International Conference on Image Processing (ICIP '22)*. IEEE, Beijing, China, pp. 112–116. <https://doi.org/10.xxxx/xxxxx>

4. Book Chapters

Author First Name Last Name. Year. Chapter Title. In *Book Title* (Edition ed.), Vol. Volume Number. Publisher, Place of Publication, pp. Page

Example:

Donald E. Knuth. 1998. Sorting and Searching. In *The Art of Computer Programming* (3rd ed.), Vol. 3. Addison-Wesley, Boston, MA, pp. 1–780.

5. Web Sources

Organization/Author. Year. Title of Web Page. *Website Name*. Retrieved Month Day, Year from URL

Example:

Association for Computing Machinery. 2024. ACM Publications and Proceedings. *ACM Digital Library*. Retrieved February 15, 2025 from <https://dl.acm.org>

6. Thesis/Dissertations

Author First Name Last Name. Year. *Title of Thesis*. Doctoral dissertation/Master's thesis. Institution, Place.

Example:

John K. Author. 2020. *A Study on System Modeling*. Doctoral dissertation. Harvard University, Cambridge, MA.

3.1.3 APA 7th Edition Reference style

1. Books

Author, A. A., & Author, B. B. (Year). *Book title* (Edition, if applicable). Publisher.

Example:

Atiyah, M. F., & Macdonald, I. G. (1969). *Introduction to commutative algebra*. Addison-Wesley.

2. Journal Articles

Author, A. A., & Author, B. B. (Year). Title of the article. *Journal Name*, Volume(Issue), Page Range. DOI URL

Example:

Anderson, D. D., & Livingston, P. S. (1999). The zero-divisor graph of a commutative ring. *Journal of Algebra*, 217(2), 434–447. <https://doi.org/10.1006/jabr.1998.7840>

3. Conference Papers

Author, A. A., & Author, B. B. (Year). Title of the paper. *Proceedings Title* (pp. xx–xx). Publisher. DOI URL

Example:

Zhang, S., Zhu, X., & Li, T. (2022). A new algorithm for image segmentation. *Proceedings of the IEEE International Conference on Image Processing* (pp. 112–116). IEEE. <https://doi.org/10.xxxx/xxxxx>

4. Book Chapters

Author, A. A. (Year). Title of the chapter. In E. E. Editor (Ed.), *Book title* (Vol. x, pp. xx–xx). Publisher.

Example:

Knuth, D. E. (1998). Sorting and searching. In *The art of computer programming* (Vol. 3, pp. 1–780). Addison-Wesley.

5. Web Sources

Author/Organization. (Year, Month Day). Title of webpage. *Website Name*. URL

If no publication date is available:

Author/Organization. (n.d.). Title of webpage. *Website Name*. Retrieved Month Day, Year, from URL

Example:

American Psychological Association. (2024, May). APA Style. *APA Style Website*. <https://apastyle.apa.org>

Or

National Institute of Standards and Technology. (n.d.). Computer Security Resource Center. *NIST CSRC*. Retrieved February 15, 2025, from <https://csrc.nist.gov>

6. Thesis/Dissertations

Author, A. A. (Year). *Title of thesis* [Doctoral dissertation, Institution]. Repository Name. URL

If retrieved from an institutional repository or database, include the URL.

Or

Author, J. K. (2020). *A study on system modeling* [Doctoral dissertation]. Harvard University.

Or

Author, J. K. (2020). *A study on system modeling* [Doctoral dissertation, Harvard University]. Harvard DASH. <https://repository.harvard.edu/xxxxx>

3.1.4 MLA 9th Edition Reference style

1. Books

Author Last Name, First Name. *Book Title*. Edition (if applicable), Publisher, Year.

Example:

Eagleton, Terry. *Literary Theory: An Introduction*. 2nd ed., Wiley-Blackwell, 2008.



2. Journal Articles

Author Last Name, First Name, and Second Author Last Name, First Name. "Title of Article." *Journal Name*, vol. xx, no. xx, Year, pp. xx-xx. DOI or URL.

Example:

Anderson, David D., and Philip S. Livingston. "The Zero-Divisor Graph of a Commutative Ring." *Journal of Algebra*, vol. 217, no. 2, 1999, pp. 434-447. <https://doi.org/10.1006/jabr.1998.7840>

3. Conference Papers

Author Last Name, First Name. "Paper Title." *Conference Name*, Date of Conference, Location, Publisher (if applicable), Year, pp. xx-xx.

Example:

Zhang, Shuo, Xiaoming Zhu, and Tao Li. "A New Algorithm for Image Segmentation." *IEEE International Conference on Image Processing*, 16-19 Oct. 2022, Beijing, China, IEEE, pp. 112-116.

4. Book Chapters

Author Last Name, First Name. "Chapter Title." *Book Title*, edited by Editor First Name Last Name, Publisher, Year, pp. xx-xx.

Example:

Knuth, Donald E. "Sorting and Searching." *The Art of Computer Programming*, Vol. 3, Addison-Wesley, 1998, pp. 1-780.

5. Web Sources

Author/Organization. "Title of Web Page." *Website Name*, Publisher (if different from the website name), Publication Date, URL. Accessed Day Month Year.

Example:

Modern Language Association. "MLA Style Center." *The MLA Style Center*, Modern Language Association, <https://style.mla.org/>. Accessed 15 Feb. 2025.

6. Thesis/Dissertations

Author Last Name, First Name. Title of Thesis. Degree, Institution, Year.

If accessed online, add the database or repository and URL.

Example:

Author, John K. A Study on System Modeling. PhD dissertation, Harvard University, 2020.

Online Example:

Author, John K. A Study on System Modeling. PhD dissertation, Harvard University, 2020. Harvard DASH Repository, <https://repository.harvard.edu/xxxxx>.

3.1.5 AIP Reference style

1. Books

[Reference Number]. Author(s), *Book Title*, Edition (if applicable) (Publisher, Place of Publication, Year).

Example:

[1] C. Kittel, *Introduction to Solid State Physics*, 8th ed. (John Wiley & Sons, Hoboken, NJ, 2005).

2. Journal Articles

[Reference Number]. Author(s), "Article title," *Journal Name* **Volume**, Page Range (Year). <https://doi.org/xxxxx>

Example:

[1] J. C. Maxwell, "A dynamical theory of the electromagnetic field," *Philos. Trans. R. Soc. Lond.* **155**, 459-512 (1865). <https://doi.org/10.1098/rstl.1865.0008>

3. Conference Papers

[Reference Number]. Author(s), "Paper title," in *Proceedings of Conference Name*, edited by Editor(s) (Publisher, Place of Publication, Year), pp. xx-xx.

Example:

[1] S. Zhang, X. Zhu, and T. Li, "A new algorithm for image segmentation," in *Proceedings of the IEEE International Conference on Image Processing* (IEEE, Beijing, China, 2022), pp. 112-116.

4. Book Chapters

[Reference Number]. Author(s), "Chapter title," in *Book Title*, edited by Editor(s) (Publisher, Place of Publication, Year), pp. xx-xx.

Example:

[1] R. P. Feynman, "Quantum behavior," in *Feynman Lectures on Physics, Vol. III*, edited by R. B. Leighton and M. Sands (Addison-Wesley, Reading, MA, 1965), pp. 1-25.

5. Web Sources

[Reference Number]. Author/Organization, *Title of Web Page* (Year). Available at: URL (accessed Month Day, Year).

Example:

[1] American Institute of Physics, *AIP Publishing Author Instructions* (2024). Available at: <https://publishing.aip.org/resources/researchers/author-instructions/> (accessed February 15, 2025).

6. Thesis/Dissertations

[Reference Number]. Author, *Title of Thesis* (Degree thesis, Institution, Place, Year).

Example:

[1] J. K. Author, *A Study on Quantum System Modeling* (Ph.D. dissertation, Massachusetts Institute of Technology, Cambridge, MA, 2020).

3.1.6 AMS Reference style

1. Books

[Reference Number]. Author(s), *Book Title*, Edition (if applicable), Publisher, Place of Publication, Year.

Example:

[1] M. F. Atiyah and I. G. Macdonald, *Introduction to Commutative Algebra*, Addison-Wesley Publishing Co., Reading, MA, 1969.

2. Journal Articles

[Reference Number]. Author(s), "Article Title," *Journal Name* **Volume** (Year), no. Issue, Page Range.

Example:

[1] D. D. Anderson and P. S. Livingston, "The zero-divisor graph of a commutative ring," *J. Algebra* **217** (1999), no. 2, 434-447.

3. Conference Papers

[Reference Number]. Author(s), "Paper Title," in *Proceedings of Conference Name*, Publisher, Place of Publication, Year, pp. xx-xx.

Example:

[1] R. Brown and J. Smith, "Applications of graph theory in algebra," in *Proceedings of the International Conference on Algebra and Its Applications*, American Mathematical Society, Providence, RI, 2022, pp. 85-96.



4. Book Chapters

[Reference Number]. Author(s), "Chapter Title," in *Book Title*, edited by Editor(s), Publisher, Place of Publication, Year, pp. xx-xx.
Example:

[1] H. Matsumura, "Dimension theory," in *Commutative Algebra and Algebraic Geometry*, edited by M. Nagata, Springer, Berlin, 1983, pp. 45-78.

5. Web Sources

[Reference Number]. Author/Organization, *Title of Web Page*, Website Name. Available at URL (accessed Month Day, Year).

Example:

[1] American Mathematical Society, *MathSciNet*, American Mathematical Society. Available at <https://mathscinet.ams.org> (accessed February 15, 2025).

6. Thesis/Dissertations

[Reference Number]. Author, *Title of Thesis*, Ph.D. dissertation or Master's thesis, Institution, Place, Year.

Example:

[1] J. K. Author, *Graph-Theoretic Methods in Commutative Algebra*, Ph.D. dissertation, Harvard University, Cambridge, MA, 2020.

3.1.7 APS Reference style

1. Books

[Reference Number]. Author(s), *Book Title*, Edition (if applicable) (Publisher, Place of Publication, Year).

Example:

[1] C. Kittel, *Introduction to Solid State Physics*, 8th ed. (John Wiley & Sons, Hoboken, NJ, 2005).

2. Journal Articles

[Reference Number]. Author(s), *Journal Name* **Volume**, Page Number or Article Number (Year). DOI (if available).

Example:

[1] J. C. Maxwell, *Philos. Trans. R. Soc. London* **155**, 459 (1865).
<https://doi.org/10.1098/rstl.1865.0008>

3. Conference Papers

[Reference Number]. Author(s), in *Proceedings of Conference Name*, edited by Editor(s) (Publisher, Place of Publication, Year), pp. xx-xx.

Example:

[1] S. Zhang, X. Zhu, and T. Li, in *Proceedings of the IEEE International Conference on Image Processing* (IEEE, Beijing, China, 2022), pp. 112-116.

4. Book Chapters

[Reference Number]. Author(s), in *Book Title*, edited by Editor(s) (Publisher, Place of Publication, Year), pp. xx-xx.

Example:

[1] R. P. Feynman, in *The Feynman Lectures on Physics, Vol. III*, edited by R. B. Leighton and M. Sands (Addison-Wesley, Reading, MA, 1965), pp. 1-25.

5. Web Sources

[Reference Number]. Author/Organization, *Title of Web Page*, URL (accessed Month Day, Year).

Example:

[1] American Physical Society, *Physical Review Journals*, <https://journals.aps.org> (accessed February 15, 2025).

6. Thesis/Dissertations

[Reference Number]. Author, *Title of Thesis*, Ph.D. dissertation (or Master's thesis), Institution, Place, Year.

Example:

[1] J. K. Author, *Quantum Transport in Nanostructures*, Ph.D. dissertation, Massachusetts Institute of Technology, Cambridge, MA, 2020.

3.1.8 ACS Reference style

1. Books

Reference Number. Author(s). *Book Title*; Edition (if applicable); Publisher: Place of Publication, Year.

Example:

1. Atkins, P.; de Paula, J. *Physical Chemistry*; 11th ed.; Oxford University Press: Oxford, UK, 2018.

2. Journal Articles

Reference Number. Author(s). Article title. *Journal Name* **Year**, *Volume* (Issue), Page Range. DOI.

Example:

1. Anderson, D. D.; Livingston, P. S. The zero-divisor graph of a commutative ring. *J. Algebra* **1999**, 217 (2), 434-447. <https://doi.org/10.1006/jabr.1998.7840>

3. Conference Papers

Reference Number. Author(s). Paper title. In *Proceedings of Conference Name*; Publisher: Place of Publication, Year; pp xx-xx.

Example:

1. Zhang, S.; Zhu, X.; Li, T. A new algorithm for image segmentation. In *Proceedings of the IEEE International Conference on Image Processing*; IEEE: Beijing, China, 2022; pp 112-116.

4. Book Chapters

Reference Number. Author(s). Chapter title. In *Book Title*; Editor(s), Ed(s).; Publisher: Place of Publication, Year; pp xx-xx.

Example:

1. Feynman, R. P. Quantum behavior. In *The Feynman Lectures on Physics, Vol. III*; Leighton, R. B., Sands, M., Eds.; Addison-Wesley: Reading, MA, 1965; pp 1-25.

5. Web Sources

Reference Number. Author/Organization. *Title of Web Page*. URL (accessed Month Day, Year).

Example:

1. American Chemical Society. *ACS Publications*. <https://pubs.acs.org> (accessed February 15, 2025).

6. Thesis/Dissertations

Reference Number. Author. *Title of Thesis*. Degree Thesis, Institution, Place, Year.

Example:

1. Author, J. K. *Studies on Organic Reaction Mechanisms*. Ph.D. Dissertation, Massachusetts Institute of Technology, Cambridge, MA, 2020.

3.1.9 CSE Reference style

1. Books

Reference Number. Author(s). *Book Title*. Edition (if applicable). Place of publication: Publisher; Year.

Example:

1. Campbell NA, Reece JB, Urry LA, Cain ML, Wasserman SA, Minorsky PV, Jackson RB. *Biology*. 11th ed. New York (NY): Pearson; 2017.

2. Journal Articles

Reference Number. Author(s). Article title. *Journal Name*. Year;Volume(Issue):Page Range. doi:DOI

Example:

1. Anderson DD, Livingston PS. The zero-divisor graph of a commutative ring. *Journal of Algebra*. 1999;217(2):434-447. doi:10.1006/jabr.1998.7840

3. Conference Papers

Reference Number. Author(s). Paper title. In: Editor(s), editor(s). *Proceedings of Conference Name*; Conference Date; Conference Location. Place of publication: Publisher; Year. p. xx-xx.

Example:

1. Zhang S, Zhu X, Li T. A new algorithm for image segmentation. In: *Proceedings of the IEEE International Conference on Image Processing*; 2022 Oct 16-19; Beijing, China. New York (NY): IEEE; 2022. p. 112-116.

4. Book Chapters

Reference Number. Author(s). Chapter title. In: Editor(s), editor(s). *Book Title*. Place of publication: Publisher; Year. p. xx-xx.

Example:

1. Feynman RP. Quantum behavior. In: Leighton RB, Sands M, editors. *The Feynman Lectures on Physics. Vol. III*. Reading (MA): Addison-Wesley; 1965. p. 1-25.

5. Web Sources

Reference Number. Author/Organization. Title of webpage [Internet]. Place of publication: Publisher; Publication Year [cited Year Month Day]. Available from: URL

Example:

1. Council of Science Editors. Scientific style and format [Internet]. Chicago (IL): Council of Science Editors; 2024 [cited 2025 Feb 15]. Available from: <https://www.councilscienceeditors.org>

6. Thesis/Dissertations

Reference Number. Author. Title of thesis [dissertation or master's thesis]. Place of institution: Institution; Year.

Example:

1. Author JK. *Graph-theoretic methods in commutative algebra* [dissertation]. Cambridge (MA): Harvard University; 2020.

3.1.10 Harvard Reference style

1. Books

Author Surname, Initial(s). Year, *Book Title*, Edition (if applicable), Publisher, Place of Publication.

Example:

Kotler, P. & Keller, K.L. 2022, *Marketing Management*, 16th edn, Pearson, Harlow.

2. Journal Articles

Author Surname, Initial(s). Year, 'Title of article', *Journal Name*, vol. xx, no. xx, pp. xx-xx. DOI (if available).

Example:

Anderson, D.D. & Livingston, P.S. 1999, 'The zero-divisor graph of a commutative ring', *Journal of Algebra*, vol. 217, no. 2, pp. 434-447. <https://doi.org/10.1006/jabr.1998.7840>

3. Conference Papers

Author Surname, Initial(s). Year, 'Paper title', in *Proceedings of Conference Name*, Publisher (if applicable), Place of Conference, pp. xx-xx.

Example:

Zhang, S., Zhu, X. & Li, T. 2022, 'A new algorithm for image segmentation', in *Proceedings of the IEEE International Conference on Image Processing*, IEEE, Beijing, China, pp. 112-116.

4. Book Chapters

Author Surname, Initial(s). Year, 'Chapter title', in Editor Initial(s). Editor Surname (ed. or eds), *Book Title*, Publisher, Place of Publication, pp. xx-xx.

Example:

Knuth, D.E. 1998, 'Sorting and searching', in *The Art of Computer Programming*, vol. 3, Addison-Wesley, Boston, MA, pp. 1-780.

5. Web Sources

Author/Organisation Year, *Title of webpage*, Website Name, viewed Day Month Year, <URL>.

Example:

American Marketing Association 2024, *Marketing News and Resources*, American Marketing Association, viewed 15 February 2025, <https://www.ama.org>

6. Thesis/Dissertations

Author Surname, Initial(s). Year, *Title of thesis*, PhD thesis or Master's thesis, Institution, Place.

If available online, include the repository or database and URL.

Example:

Author, J.K. 2020, *A study on system modeling*, PhD thesis, Harvard University, Cambridge, MA.

Online Example:

Author, J.K. 2020, *A study on system modeling*, PhD thesis, Harvard University, Cambridge, MA, viewed 15 February 2025, <https://repository.harvard.edu/xxxxx>

4. Format for Thesis Submission:

1. Paper size:

International A4, not less than 100 GSM white paper/Bond paper

2. Margins:

Left – 1.25” | Right – 0.50” | Top and Bottom – 1”

3. Line spacing:

12 characters per inch must be used with 1.5 line spacing

4. Paragraph spacing:

All paragraphs in each section and subsection shall begin **without indentation**, presented in a **single-column format** with **full justification**.

Spacing Guidelines:

Title to Paragraph: 24 Pt. before the title and 12 Pt. after the title.

Sub-section Title: 0 Pt. before and 0 Pt. after.



Paragraph to Paragraph: 0 Pt. before and 12 Pt. after.

5. Pagination:

At **bottom – Right justified** – 0.5” from bottom

From the first page of chapter 1 “Introduction” to all pages shall be numbered consecutively using **Arabic numerals**, i.e. 1, 2, 3, etc. with font size 12 pts.

From the title page to the page before the Chapter 1 starting page shall be lower case **Roman numerals**, i.e. i, ii, iii, etc. with font size 12 pts.

Note: Don’t mark page number on Title page.

6. Chapter(s):

Always start New chapter on New page.

Chapter title: Font size – 20 pts, Font style – **Times New Roman+BOLD**, and Title case – Right aligned. First write the chapter number like “Chapter 1” and then in second line “Chapter title”.

Note: New chapter always start from odd numbered page if thesis is printed double sided.

A vertical space of around 36 pts should be left between the chapter title and the title of the first section of every chapter.

For all subsequent sections/subsections, leave vertical space of around 24 pts before the section/subsection headings.

7. Sections and Subsections:

Sections and Subsections must be Left aligned.

8. Font type:

Times New Roman

9. Font size & type:

Normal text: 12 pts.

Heading – 1: 16 pts. “Times New Roman+BOLD”

Heading – 2: 14 pts. “Times New Roman+BOLD”

Heading – 3: 12 pts. “Times New Roman+BOLD+ITALIC”

10. Alignment:

Page justify

11. Tables/Graphs/Diagrams/Figures/Equations:

All tables, figures, and equations must be numbered sequentially and chapter-wise using Arabic numerals. It must reflect the chapter number.

e.g. For Chapter: 2 Equation numbers are 2.1, 2.2, etc., For Chapter: 5 Equation numbers are 5.1, 5.2, 5.3, etc. Equation number must be **Right aligned**.

e.g. Figure 2.1, 2.2, etc., Table 3.1, 3.2, etc. A caption indicating figure number should be placed below the figure while a caption indicating table number should be placed above the table.

Font size & type for the caption should be 10 pt. and “Times New Roman+BOLD”

Images, Photographs, etc. must be scanned in resolution at least 600 dpi.

12. Figures and Illustrations:

Figures, tables, etc. should be positioned according to the scientific publication conventions of the respective discipline.

13. Borders:

No borders on any page.

14. Header:

Header – if thesis is printed double side

Chapter title should be placed on even numbered page, Left aligned, and on the odd numbered page header should be Right aligned with vertical gap 0.2” from top, Font size 10 pts Times New Roman.

Header – if thesis is printed single side

Chapter title should be place on the all page header – Right aligned with vertical gap 0.2” from top, Font size 10 pts Times New Roman.

Note: No Header or Footer on Title page.

15. Word breaking:

No word breaking

16. Thesis printing:

Thesis body should be printed in double sided if total page is more than 250 numbers otherwise print on single side.

The spine of the thesis cover shall contain, in the following order: Name of the Research Scholar, Enrollment Number, Ph.D. Branch, and Year of Submission.

- Text should be aligned along the spine vertically, readable when the book lies flat with the front cover facing up.
- Font: Times New Roman, 14 pt (Bold).
- Consistent spacing between each element (about 12–14 pt).

Printing color: Generally golden embossing or silver embossing on hardbound cover.

Two separate additional white sheets (fly pages) shall be put at the beginning and end of the thesis (after and before the front and back cover pages, respectively).

A transparent sheet shall be put before the title page, certificate, thesis approval page and Undertaking about originality page.

Note: These guidelines outline only the salient requirements for preparing the thesis. In addition, the thesis should be reader-friendly in its presentation. In case of any ambiguity, research scholars must refer to standard literature in their research area and seek prior approval from the Dean – CRD, Dr. Subhash University.