



# JECRC<sup>TM</sup> UNIVERSITY

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## Ph.D. Regulations-2017

[As per UGC (Minimum Standards and Procedure for Award of M.Phil. / Ph.D. Degree) Regulations, 2016]

*This revised "Ph.D. Regulations-2017" document will be effective from 16<sup>th</sup> June 2017, as per the decision taken in the URC meeting dated 16.06.2017. (Minutes attached)*

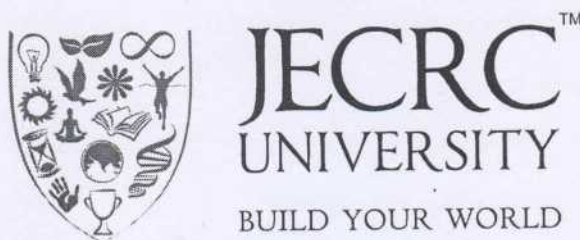
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### **Ph.D. Regulations-2017**

[As per UGC (Minimum Standards and Procedure for Award of M.Phil. / Ph.D. Degree), Regulation, 2016]

#### **General Instructions of UGC: Research Areas, Priorities and Potential Guides**

1. JECRC University shall identify the broad areas/ sub areas for research depending upon availability of experts in the University and the same shall be displayed on the website. This shall be updated from time to time.
2. In order to promote qualitative research, the fields/ topics for research shall be decided in contemporary context.\
3. JECRC University shall prepare a comprehensive list of eligible Guides with their areas of expertise. This list shall be displayed on website of the University and shall be updated from time to time.
4. The details of filled and vacant seats with each Guide shall also be uploaded on the website of the University.
5. Before commencement of admission process, the matrix of vacant seats shall be displayed on the website of the University and normally no change shall be made once it is published on website.

#### **1. Introduction**

The Ordinance titled, "Research Programmes leading to Award of Ph.D. Degree" fully complies with UGC Regulation titled, "UGC (Minimum Standards and Procedure for Award of M.Phil. / Ph.D. Degree), Regulation, 2016".

#### **2. Definitions**

- i. "AC or Academic Council" shall mean Academic Council of the University.



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- ii. **"BOS or Board of Studies"** shall mean Board of Studies of the concerned Department of the University.
- iii. **"Guide"** shall mean a faculty member holding Ph.D. Degree on the rolls of the University, allotted by the competent authority for guidance of the Research Scholar. **"Co-Guide"** shall mean a person holding Ph.D. Degree on the rolls of a University duly empanelled by the University for the purpose of acting as additional Guide to the Research Scholar. A faculty member on the rolls of JECRC University, eligible to be appointed as Guide may be appointed as Co-Guide by RPEC / URC.
- iv. **"COE or Controller of Examinations"** shall mean Controller of Examinations of the University.
- v. **"Degree"** shall mean the degree of Doctor of Philosophy (Ph.D.) of the University.
- vi. **"HoD or Head of the Department"** shall mean Head of the concerned Department of the University.
- vii. **"Faculty"** shall mean a School concerned of the University.
- viii. **"Ph.D."** shall mean the degree of Doctor of Philosophy.
- ix. **"Research Scholar"** shall mean a person duly registered for the Research Programme in the University leading to award of Ph.D. degree as per procedure laid down in this Ordinance.
- x. **"RPEC or Research Protocol Evaluation Committee"** means Research Protocol Evaluation Committee constituted by the University for a particular School or Department.
- xi. **"School"** shall mean a School concerned of the University
- xii. **"University"** shall mean JECRC University, Jaipur.
- xiii. **"URC or University Research Committee"** means University Research Committee constituted by the University.

### 3. Eligibility for Admission

#### 3.1 Eligibility for Full time Research Scholar:

A candidate possessing the qualifications in appropriate areas and fulfilling the eligibility criteria as prescribed below, shall be eligible for admission to PhD programme in the respective subject.

- i. Master's degree in the appropriate discipline of any recognized University/Institute or

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equivalent, with a minimum of 55% marks in aggregate (of all the years/ semesters) where marks are awarded or minimum equivalent Cumulative Grade Point Average (CGPA) as defined by AICTE/UGC or any other competent body as the case may be.

- ii. A relaxation of 5% or equivalent grade point in the minimum eligibility shall be applicable to the applicant belonging to the categories of SC/ST/OBC (Non Creamy Layer) and Differently abled persons or categories decided by UGC or those who had obtained their Masters Degree prior to 19<sup>th</sup> September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace marks procedure.
- iii. Candidates for full time research programme shall preferably be permitted having sponsorship/assistantship/fellowship/any financial support from university/state or national level agency, etc., however, candidates without any financial support as above, shall not be disqualified to take admission to full time Ph.D programme.

### 3.2 Eligibility for Part-time Research Scholar:

In addition to the educational qualifications mentioned at 3.1(i) and (ii) the applicant shall prove the followings to the satisfaction of the RPEC (Departmental Research Committee):

- i. Permission of the employer in writing to the candidate, to pursue Ph.D. programme along with his/her regular duties in the organization he/she is employed.
- ii. Availability of all facilities for pursuing research at the candidate's parent organization / place of work, in the chosen field of research.
- iii. Certificate issued by the employer to allow him/her to fulfil the residential requirement during course work and contact days with Guide after completion of the course work as notified by University from time to time

### 4. Duration of Research Work:

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- i. Ph.D programme shall be for a minimum period of 3 years including course work and maximum of 6 years for full time research scholars and 4 years including course work and maximum of 7 years for part time research scholars. Inclusion of time of course work will be considered in the duration of research work.
- ii. The extension beyond the above limits may be permissible for a further period of one year on case to case basis by the University. No further extension shall be granted after this period and candidates shall be required to re-register afresh beyond this period.
- iii. Women candidates and persons with disability (more than 40% disability) may be allowed a relaxation of two years in maximum period. In addition the women candidates may be provided maternity leave / Child care leave once in entire duration for up to 240 days.

#### 5. Procedure for Admission:

- i. JECRC University shall conduct an annual entrance test at pre-notified date for admission to PhD Programme. The second test may be conducted if seats remain vacant after first test.
- ii. JECRC University shall decide the predetermined and manageable number of Ph.D scholars to be admitted depending upon the number of available Guides and other academic and physical facilities available, the norms regarding scholar — teacher ratio, laboratory, library and such other facilities.
- iii. JECRC University shall notify well in advance on their web sites and through advertisement in at least two (2) newspapers having wide publicity of which at least one shall be in the regional language, the number of seats for admission/subjects/discipline—wise distribution of available seats, criteria for admission, admission procedure, examination centers where entrance test shall be conducted and other relevant information for the benefit of the candidates.
- iv. The entrance test shall be of qualifying nature with qualifying marks as 50%. The syllabus for the entrance test shall consist of 50% of research methodology and 50% subject specific. The paper shall consist of 100 objective type multiple choice questions.

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- v. Qualified candidates, maximum twice the number of seats, shall be called for interview/viva-voce before the RPEC to discuss their research interest / area and give a presentation on the same.
- vi. All candidates who qualify UGC- NET( including JRF/UGC-CSIR NET including JRF/SLET/Teachers fellowship holders) shall be exempted from PhD entrance test and will be called for interview. Final selection shall be as prescribed in these regulations. If number of such qualified candidates is equal to or more than twice the number of seats as specified in 4(vii), University may not conduct the entrance test.
- vii. The interview / viva-voce shall also consider the following aspects - The candidate possesses the competence for proposed research work. The research work can be suitably be undertaken at the University.
- viii. The proposed area of research can contribute to new /additional knowledge.
- ix. Preference of candidate for Guide shall be considered. However, recommendation of RPEC shall be final.

#### 6. Final Selection of the Candidates:

- i. If the number of seats is equal to or more than the qualified candidates, the RPEC may recommend all or less number of candidates depending upon the criteria specified.
- ii. If the number of seats is less than the number of qualified candidates the final selection shall be made on the basis of merit in the qualifying test and viva voce/ interview.
- iii. All admissions shall be final subject to the approval of URC.
- iv. JECRC University shall maintain the list of all PhD registered students on its website on year wise basis. The list shall include all information including Aadhar Number as stipulated by UGC in the Performa informed vide letter dated 9th March'17.

#### 7. Approved Research Guide:

##### 7.1 Norms for approval of Research Guide:

- i. All research work leading to the award of PhD degree shall be carried out under the supervision of the registered research Guide(s) of the University.
- ii. All faculty members who were recognized as Research Guides by the University before

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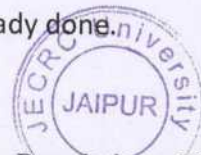
the implementation of UGC Regulations-2016 for Ph.D., shall continue to act as Research Guides.

- iii. Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/ Assistant Professor University/Institution/ Deemed to be University/ College with a Ph.D. Degree and at least two research publications in refereed journals shall be recognized as Research Guide. Provided that in areas /disciplines where there are no or very limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Guide with reason recorded in Writing.
- iv. Only a full time regular teacher of the University can act as a Guide. The external Guides are not allowed. However, Co-Guides can be allowed in interdisciplinary areas from the department of the same institute or other related institutions with approval of URC.
- v. The allocation of Research Guide for a selected research scholar shall be decided by the Department concerned depending upon the number of scholars per Guide, the available specialization among the Guides and research interest of the research scholar indicated at the time of interview/ viva-voce.
- vi. In case of topics that are of inter disciplinary nature where the department concerned feels that the expertise in the Department has to be supplemented from outside, Department may appoint a Research Guide from the Department itself, who shall be known as Research Guide and a Co-Guide from outside the Department/Faculty.
- vii. At any given point of time the Research Guide/Co-Guide shall not be allowed to guide research scholars more than the number as specified below: (i) Professor- 08 (ii) Associate Professor- 06 (iii) Assistant Professor- 04.
- viii. In case of relocation of a Ph.D scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate, provided all the other conditions in these regulations /guidelines are followed in letter and spirit and the research work does not pertain to project secured by the parent institution/ Guide from any funding agency. The scholar shall however give due credit to the parent guide and institution for the part of research already done.

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- ix. A faculty member willing to act as Research Guide shall have to apply for registration as Research Guide through Dean (Research) in prescribed form to the URC. The URC shall notify the approved Research Guides of the University.
- x. In special circumstances, a full-time research scholar may be permitted to carry out his research outside the University/ Research Centre subject to the approval by the URC on the recommendations of RPEC. In such cases one co-Guide is a must from the approved work place.
- xi. No person shall be allowed to supervise one's close relations. The term close relation includes spouse, children, sister, brother, grand children, nephew, niece, grandniece, grandnephew, uncle, aunt, first cousin, son-in-law, daughter-in-law and nephew, niece, grand niece and nephew of Guide's wife.
- xii. A person having less than two years to his retirement shall not be allotted a new research scholar.
- xiii. University shall make appropriate provision so that eligible research Guides do not refuse to guide research scholars.

## 7.2 Change of Research Guide(s) and Change of Area of Research / Topic

Addition/ deletion/ change of Research Guide/Co-Guide and Area of Research / Topic would be considered by RPEC under following circumstances on request obtained from the Research Scholar and / or Guide(s):

(a) Deletion of Guide/ Co-Guide may be considered for the following reasons:

- i. Death of Guide/ Co- Guide.
- ii. Resignation of the Guide / Co- Guide from the University.
- iii. Attainment of age of seventy years by Guide/ Co- Guide.
- iv. Any other specific reason to the satisfaction of RPEC.

(b) Addition of Co- Guide would be considered along with justification that it is absolutely necessary for carrying out research work. However, addition of Co- Guide is allowed only up to one year from the date of registration except in the case where Guide of the Research Scholar leaves the University and is permitted by RPEC to continue as Co-Guide.



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(c) Change / Modifications in the area of research would be considered by RPEC, if the proposed change/modification does not involve drastic change with respect to original area of research with the following conditions:

- i. If the request for change/modification is received by the RPEC within six months of registration and approved, it will not have any effect on the registration period.
- ii. However, if the request is received after six months of the date of registration and subsequently approved by RPEC, the period before change would be added to the mandatory registration period of three years, if there is a major change in the topic/ area of research.

(d) Change / Modifications in the topic of research would be considered by RPEC, if the proposed change/modification does not involve drastic change with respect to original area of research. RPEC may also consider change of topic of research after the research work has been completed by the Research Scholar and the outcome so warrants.

(e) The recommendation of RPEC shall be put up to the President for final approval and placing before the Academic Council.

#### **8. Appointment of Guides and Caretaker Guides:**

A faculty member appointed as a PhD Guide is normally expected to be available to a research scholar in the Institution / University till the thesis is submitted. However, under unavoidable circumstances, such as long leave for more than twelve months, resignation, retirement, or death, a Guide may not be available to the research scholar. In such extraordinary circumstances, appointment of new Guide(s) shall be regulated as under:

##### **(i.) Long leave for more than twelve months:**

- a. The Guide of a candidate proceeding on long leave for more than twelve months can continue to supervise, the candidate provided he / she has supervised the candidate for at least two years.

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- b. If the thesis has been submitted before the Guide proceeds on leave, he shall continue to be the Guide.
- c. Further, if a major revision becomes necessary, and the sole Guide is on leave, he shall be asked to specifically state whether he would effectively help the student carrying out the major revisions within a reasonable period. In case, the sole Guide expresses his inability to do so, then another Guide shall be appointed. If he provides the required help in carrying out the major revision, he will automatically be treated as a Guide of that research scholar.
- d. If a Guide proceeds on leave for a period less than 12 months initially, but later extends his leave beyond 12 months, the procedure as per 8(i) shall be followed.

**(ii.) Retirement:**

A faculty member who is due to retire within the next two years may be appointed as a Co-Guide and can continue to be the Co-Guide even after his retirement provided the RPEC is convinced of his availability / continued guidance to the student. In other cases, a faculty member on retirement may continue as a Guide/ Co-Guide, if reemployed or appointed as Emeritus Fellow; or, Honorary Professor; or, if the synopsis of the thesis has been submitted. Appointment of another Guide, if necessary, shall be as per the Guidelines, as the case may be.

**(iii.) Resignation:** A new Guide shall be appointed, as per the guidelines at point 7.2.

**(iv.) Death:** A new Guide shall be appointed, if necessary, by URC on the recommendation of RPEC.

**9. Course Work:**

- i. JECRC University shall prescribe course work in line with UGC guidelines.
- ii. The course work shall be examined by internal evaluation of 40% weightage and end term evaluation of 60% weightage. The internal evaluation shall consist of tests / seminar presentation and end term examination shall be conducted as per norms of other university examination.
- iii. The candidate must get minimum 55% marks or equivalent grade point to pass the course work.
- iv. Duration of course work shall be maximum up to 6 months. This duration shall be counted

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in completion of research work. In case a candidate fails in course work examination fully/ partially, he shall be allowed to reappear in the next course work examination conducted by the University on deposition of prescribed fee /registration fee as per the University Rules. However, attendance shall not be compulsory for reappearing in the course work examination. The course work examination shall normally be conducted twice a year.

- v. If a candidate fails to clear course work examination in two attempts, his / her admission shall be treated as cancelled.

### 9.1 Structure of Course Work:

The **Course Work** shall be for a maximum period of 06 months consisting of the following Subjects:

- |  |           |
|--|-----------|
| a. Research Methodology                            | 3 Credits |
| b. Quantitative Techniques & Computer Applications | 3 Credits |
| c. Computer Lab                                    | 2 Credits |

### 10. Process for Approval of Synopsis:

- i. After completion of course work each research scholar shall submit and present a Research Plan (as per given in **Annexure-1**) to the RPEC for the finalizing of the broad area of research/ topic and the allotment of a suitable guide from the University. RPEC will send its recommendations to URC for approval of the same.
- ii. After approval of topic and guide by the URC each research scholar shall submit his Synopsis (as per given in **Annexure-2**) as approved by the allotted Guide(s) to Head of the Department concerned for consideration of the RPEC.
- iii. The committee shall consist of the RPEC members, Guide(s) and one subject expert (to be appointed by the President from a panel of names suggested by the Guide).
- iv. The committee shall examine the Synopsis and suggest suitable modification/ alterations if any. The student shall incorporate suggested changes and resubmit the Synopsis to the satisfaction of the committee.
- v. The committee shall submit the Synopsis to the URC for approval.

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- vi. If at any stage, the student wishes to modify the research plan and/ or change the title of the thesis approved earlier, Guide shall arrange the proposal to be put before the committee and the student shall make a presentation before it with the details of the proposed modifications and its justifications. The committee shall make appropriate recommendations for approval of URC.

#### 11. Performance Monitoring of Research Work:

Progress of the research work of all research scholars in the department shall be reviewed at the end of every 06 months by respective RPEC.

- i. Scholar has to pass one specialized Subject related to his/her research topic, suggested by his/her guide within six months from the date of registration. Subject may / may not be available in the university, but necessarily required to acquire adequate knowledge of his/her research area.
- ii. Scholar has to present two seminars on RPEC approved topics based on Literature Review and Background of the Research proposed within six months from the date of registration.
- iii. Item no. i and ii mentioned above may be considered as the progress of first six months.
- iv. Each research scholar shall appear before the RPEC once in six Months to make a presentation of the progress of his/ her work for evaluation and further guidance. Six monthly progress reports shall be submitted by the RPEC to the Dean /Director (Research) and copy to the Research Scholar, till the thesis is submitted. The RPEC shall evaluate and send the evaluation report in the prescribed form to the RPEC Chairperson for appraisal with anyone of the following recommendations.
  - Allowed to enroll in the next semester and continue research;
  - Allowed to enroll and continue research but with suggestions for improvement;
  - Advised to discontinue as the performance is very poor. In that case the matter shall be referred to the URC for final decision.

#### 12. Evaluation of Research Work before Thesis submission and Panel of Examiners:

##### 12.1 Pre-Thesis Submission Seminar (Pre Ph.D. Synopsis Presentation)

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- i. RPEC shall assess the work through a pre-thesis submission seminar. The research scholar can submit the synopsis (as per given in **Annexure-3**) only if the RPEC is satisfied about the quality of the work for submission as a PhD thesis. The RPEC chairperson shall forward recommendations to URC and copy to Dean (Research) /Director Research.
- ii. The pre-thesis submission seminar shall be adequately notified by Guide so as to enable interested faculty members and students to attend it.

### 12.2 Synopsis

The research scholar shall submit eight copies of the synopsis after the presentation of pre-thesis submission seminar.

### 12.3 Panel of Examiners

- i. A panel of at least six experts in the area of research work would be suggested by the Guide(s) and placed before the RPEC at the time of Pre-Ph.D. Presentation. The RPEC may add/ delete a few of the name(s) proposed and forward the same to COE through URC. The panel so recommended shall include at least 50% of the examiners should be of Professor Cadre and from abroad /premier institutions like IITs/CSIR Laboratories/ Central Universities / DRDO / NITs/ IIMs/IITMs/IITs or eminent scholars from outside the state. The examiners should be eminent experts in the subject areas of the research scholar's thesis with proven record.
- ii. The President shall be authorized to send the thesis to an appropriate expert out of the list prepared. However, he shall be authorized to add more experts and send thesis for evaluation.
- iii. No close relations of candidate shall be permitted to act as examiner(s).

### 12.4 Thesis Submission

- a. The thesis (as per given in **Annexure-4**) shall bear evidence of the research scholar's capacity for analysis and judgment as well as his ability to carry out independent investigation, design or development. No part of the thesis or supplementary published

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- work shall have been submitted for the award of any other degree or diploma.
- b. The thesis shall be written in English in the specific format and shall contain a critical account of the research work carried out by the research scholar. It shall be characterized by discovery of facts or fresh approach towards interpretation of facts and theories or significant contribution to knowledge or development or a combination of these. The format, front page/cover format and color codes of the binding and copyright certificate shall be as specified by the University from time to time.
  - c. In cases of PhD in any language, thesis may be submitted in that particular language.
  - d. Initially the research scholar is required to submit five copies of the thesis in soft binding / spiral binding for evaluation of the thesis.
  - e. The research scholar shall also submit the data / software etc used for analysis and deriving the results, to RPEC.

### 13. Evaluation of Thesis:

- i. The thesis shall be evaluated by Board of three examiners consisting of one Internal Examiner ie the Thesis Guide and two external examiners of whom at least one shall be called from abroad/ premier / out of state institutes.
- ii. **Plagiarism:** The JECRC University has a "**Plagiarism Policy Document**" to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation the thesis shall have an undertaking from the research scholar and a certificate from the Research Guide attesting to the originality of the work, vouching that there is plagiarism within permissible limit and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out or to any other Institution. A scholar has to comply the "**Plagiarism Policy Document**" also, in addition to **Ph.D. Regulations-2017**.
- iii. The entire process of evaluation of PhD thesis shall be completed preferably within a period of six months from the date of submission of thesis.

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- iv. Each examiner shall be requested to submit a detailed assessment report and his recommendations on the prescribed form to the Dean/Director (Research) within three months of the date of receiving the thesis.
- v. In the event of the thesis report not being received from an examiner within a period of three months, the Dean / Director (Research) may seek approval of the President for appointment of another examiner.
- vi. Examiners shall examine the thesis individually with a view to judge whether the thesis is a piece of research work characterized by;
- Discovery of facts, and / or
  - A fresh approach towards interpretation and application of facts or theories, and / or
  - Distinct advancement in technology/ science / techniques etc.
- vii. The examiner shall be required to give his opinion about research scholar's capability for critical examination and sound judgment. All examiners shall submit the reports on the prescribed format clearly indicating one of the following four definite recommendations:
- The thesis is recommended for the award of PhD, after viva-voce examination.
  - The thesis is recommended for the award of PhD Degree subject to the research scholar giving satisfactory answers to queries, specifically mentioned in the report, at the time of Viva-voce
  - Examination, or incorporation of suggestions, modifications, and corrections if any.
  - The research scholar be allowed to resubmit his thesis in the revised form.
  - The thesis is rejected.
- viii. The University shall take a decision on the basis of recommendations of the examiners according to Table given below:

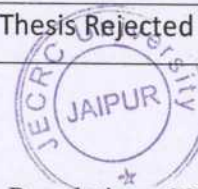
S. No.	Recommendation of Examiners			Decision
	1	2	3	
1	accept	accept	accept	Thesis Accepted
2	reject	reject	reject	Thesis Rejected

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3	accept	accept	revise	*A
4	accept	accept	reject	*A
5	accept	reject	reject	*B
6	accept	revise	reject	*C
7	accept	revise	revise	
8	revise	revise	revise	
9	revise	revise	reject	
10	revise	reject	reject	Thesis Rejected

**\*A:** If the thesis is recommended to be revised / rejected by one of the three examiners, fourth examiner (from the same category as laid down in) shall be appointed from the approved panel of examiners. In case the fourth examiner, after evaluation, recommends

1. Rejection, the thesis would be rejected
2. Acceptance, the thesis would be accepted after the viva-voce is conducted.
3. Revision, the thesis would be suitably revised with in a period of one year and resubmitted to the same examiner for revaluation, till acceptance/rejection, and thereafter Table as above shall apply accordingly.

**\*B:** If the thesis is recommended to be rejected by two of the three examiners, the thesis shall not be accepted. However, the research scholar may be allowed to resubmit the thesis normally within one year, provided the title of the thesis remains unchanged. Then after normal procedure will be followed for the thesis evaluation.

**\*C:** The thesis would be suitably revised, with in a period of one year, for re-evaluation by the examiner(s) (who has or have recommended revision) till acceptance / rejection, and thereafter Table as above shall apply accordingly.

- ix. Thesis after successful completion should be uploaded on website as per UGC norms.
- x. In case of ambiguous recommendations by the examiner, Dean/ Director (Research) will approach the examiner for a clear recommendation. In case clear recommendation is not forthcoming, the matter may be referred to the President for his decision.

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- xi. Any doubt, arising out of following the procedure laid down, shall be referred to the President for the decision.

**14. Incentives to Research Guides:**

- i. Universities shall make suitable provisions for accelerating and creating conducive environment for promotion of research in the university.
- ii. Universities shall promote teachers to submit proposal getting funds from UGC/AICTE/DST etc.

**15. To improve quality of Research and Development (R&D)**

- i. The efforts for R & D should lead to benefit society directly / indirectly.
- ii. Departments shall identify research areas and form research groups consisting of faculty members having common specializations and research interests.
- iii. Departments shall interact with industries to take inputs to define R & D problems. Outcome of such type of R & D efforts may lead to Technology Transfer to industries for improving processes or production of new products / new innovation.
- iv. The R & D activities shall lead to bring external cash flow (ECF) through consultancy and testing, technology transfer / transfer of resources outcome etc. which may be utilized for further development of department and the institute.
- v. The R & D activities shall lead to file patents at national and / or international level.

**16. Incentives to Research Scholars:**

- i. Admission in part-time category may be granted to in-service candidates having a minimum professional experience of one year after his/her PG degree.
- ii. Ph.D. program in subject areas of inter-disciplinary nature may be allowed.
- iii. The following category of candidates may be exempted from appearing in the admission test.

- Faculty members under QIP (Quality Improvement Programme)/ FIP(Faculty Improvement Programme) and

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- Candidates qualified in UGC-CSIR, JRF
- iv. Universities may set up research Centre in the institutes under their jurisdiction where research guide and research facilities are available.
- v. Teaching assistantship provided during the PhD may be considered as teaching experience.
- vi. All full time Research Scholars shall be eligible for 30 days leave in an academic year. They shall not be entitled for vacations in the institution / university.

#### 17. Depository with INFLIBNET:

- i. Following the successful completion of the evaluation process and before the announcement of the award of PhD degree(s), the institution concerned shall submit an electronic copy of the PhD thesis to the INFLIBNET for hosting the same so as to make it accessible to all Institutions / Colleges.
- ii. Prior to the actual award of the degree, the degree-awarding University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations, 2016.

#### 18. Mandatory Research Publications

- 18.1** A Research Scholar must publish minimum one research paper in an indexed and refereed International Journal of repute and obtain an additional score of 10 on the parameters as given hereunder:-

Type of Publication/ Presentation	Score
Publication in an indexed and refereed International Journal of repute	10
Publication in an indexed and refereed National Journal of repute	6
Research Paper presented in an International Conference of repute, held abroad	4
Research Paper presented in an International Conference of repute, held in India.	3
Research Paper presented in National Conference.	2

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Signature



**18.2** Research papers presented in the International / National Conferences shall be considered for credit of marks as in clause 18.1 above only, if the Conference is organized by a recognized University / Institution and sponsored by a reputed Professional Body. In addition the Research Paper so presented must be printed in the Proceedings of the Conference in full, which are widely circulated and are available in the public domain for citation.

**18.3** The type of publication/ presentation must be in the area / sphere of research and directly connected to the topic of research. Only those research publications, in the Journal / Proceedings of the Conferences, would be considered for award of marks where the name of the Research Scholar is written as an author in affiliation with JECRC University along with that of Guide(s) with affiliation to respective University / Institution / Organization. Guide / Co-Guide shall not prohibit the Research Scholar from mentioning their name in the research publication and it will be mandatory for the Research Scholar to seek the approval of Guide as well as Co-Guide for publishing / presenting his research work in specific journal / conference.

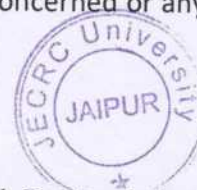
## **19. CANCELLATION OF REGISTRATION**

Registration of a Research Scholar may be cancelled in any one of the following eventualities, after due approval of President:

- (i) If he fails to keep in contact with the Guide(s) for a continuous period of six months without prior intimation/sanction of leave.
- (ii) If he himself/herself has requested for cancellation of registration and is duly recommended by RPEC.
- (iii) If fee is not deposited every semester/year, as the case may be.
- (iv) If his academic progress is found unsatisfactory in terms of Clause 11.0 of this Ordinance.
- (v) If he is found to be involved in an act of misconduct, moral turpitude and/or indiscipline and termination is recommended by HoD or Dean of the School concerned or any other authority authorized by the Academic Council.

*Ram Rattan* *Dr. Rattan*

*Ram*



*Agarwal*

Ph.D. Regulations-2017

*Agarwal*

**20.0 Contact Details**

In any case of further enquiry one can contact at the following address:

**Associate Dean, Research**

JECRC University

Ramchandrapura, Sitapura Industrial Area Extn., Jaipur

e-mail: [associatedean.research@jecrcuniversity.edu.in](mailto:associatedean.research@jecrcuniversity.edu.in)

Tel: 0141-6565603

Ram Rattan

MDG

Ram



Agarwal

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Agarwal



**Annexure – 1****Guidelines for Submission of Research Plan**

The research plan should broadly indicate the area to be covered, objectives to be achieved and proposed methodology. In general, the following should be the sequence of research plan:-

1. Cover Page
2. Introduction
3. Brief Literature Review
4. Description of Broad Area/Topic
5. Objective of the Study/ Problem Identification
6. Methodology to be adopted
7. Proposed/expected outcome of the research
8. References in Harvard style (in alphabetic order)

The Research Plan should typically be 5 to 10 pages (excluding title page and References in Harvard style). It should be neatly typed on both sides in Times New Roman Font of size 12 with 1.5 spacing.

Ram Rattan

Dr. Rattan

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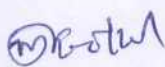
Annexure – 2**Guidelines for Submission of Synopsis**

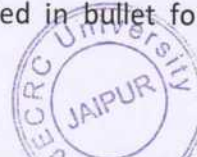

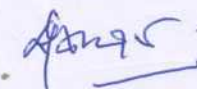
The Synopsis should broadly indicate the area to be covered, objectives to be achieved and proposed methodology. In general, the following should be the sequence of PhD Synopsis:-

1. Cover Page
2. Certificate by Guide(s)
3. Content Page
4. Abstract
5. Introduction
6. Literature Review
7. Description of Topic
8. Objectives of Research in bullet form
9. Research Methodology to be adopted
10. Proposed/expected outcome of the research
11. References in Harvard style (in alphabetic order)

The Synopsis should typically be 15 to 20 pages (excluding title page and References in Harvard style). It should be neatly typed on both sides in Times New Roman Font of size 12 with 1.5 spacing. The general guidelines are as follows:

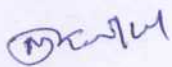
1. Synopsis must be unambiguous. Title of the Synopsis shall be as approved by RPEC on the recommendation of Guide/Co--Guide. The title must reflect the research work to be carried out. If the President / Academic Council has approved the broad area of research at the time of registration, exact title of the Synopsis be got approved from RPEC, which may later be ratified by the Academic Council.
2. There must be an abstract of 150-200 words and keywords.
3. The objectives and methodology of the research should be stated in bullet form / itemized.

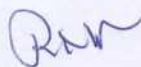
Ram Rattan  Ron

   
Ph.D. Regulations-2017  




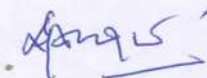
4. The entire text should be grammatically correct and must be at a reasonable language level.
5. The Synopsis must clearly mention the proposed/expected outcomes of the research.
6. Synopsis must be accompanied with a Certificate duly signed by Guide and countersigned by HoD concerned testifying therein that the entire text of the Synopsis have been read thoroughly and it is as per the guidelines and grammatically correct

Ram Rattan 





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**Annexure – 3****Guidelines for Submission of Pre-Ph.D. Synopsis**

The Pre-Ph.D. Synopsis should broadly indicate the work done, objectives proposed and achieved, methodology adopted and outcomes in chapter wise description. In general, the following should be the sequence of Pre-Ph.D. Synopsis:

1. Cover Page
2. Certificate by Guide
3. Content Page
4. Summary/Introduction
5. Research Objectives
6. Organization of thesis (Chapter wise)
7. Contribution
8. Scope for further work

The Pre-Ph.D. Synopsis should typically be 25 to 40 pages (excluding title pages). It should be neatly typed on both sides in Times New Roman Font of size 12 with 1.5 spacing.

The general guidelines are as follows:

1. Pre-Ph.D. Synopsis must be unambiguous and its Title must be as approved by RPEC.
2. The objectives and methodology of the research should be stated in bullet form/itemized.
3. The entire text should be grammatical correct and must be at a reasonable language level.
4. The Pre-Ph.D. Synopsis must clearly mention the outcomes of the research.
5. Pre-Ph.D. Synopsis must be accompanied with a Certificate duly signed by Guide and countersigned by HoD of Department concerned testifying therein that the entire text of the Synopsis has been read thoroughly and it is as per the guidelines and grammatically correct.

Ram Rattan

Dr. K. S. Jaiswal

R. M. N.



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Signature



**Annexure – 4****FORMAT TO BE USED FOR Preparation of Thesis****1. ARRANGEMENT OF CONTENTS:**

The sequence in which the thesis material should be arranged and bound should be as follows:

1. Cover page
2. Inner cover page
3. Dedication (optional)
4. Candidate's Declaration
5. Certificate of the Guide
6. Acknowledgement
7. List of publications out of thesis
8. Abstract
9. Table of contents
10. List of tables
11. List of figures/graphs
12. List of photographs
13. List of abbreviations
14. Body of the thesis consisting of various Chapters
15. Conclusion and Further Scope of Research
16. References in Harvard style
17. Appendices
18. Reprints of Publications
19. Brief bio data of the Author

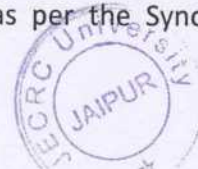
**2. PAGE DIMENSION, TYPING AND BINDING SPECIFICATIONS**

- a. The paper of the thesis should be in A4 size.
- b. The Thesis should be hard bound in Maroon Leather Cover with outer cover page printed in Golden Letters in specified format.
- c. Photographs, if necessary, should be suitably mounted on the same quality paper as the thesis.
- d. References in Harvard style should be given in a style (as per the Synopsis guidelines of the JU).

Ram Rattan

Dr. Rattan

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Dr. Rattan

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Dr. Rattan

- e. The typing of cover page, title page, declaration of candidate, certificate of Guide and name of chapters should be only on one side of the paper whereas the other printing should be on both sides of the paper.
- f. The chapter numbers should be indicated in Roman.
- g. Six copies of the Thesis bound in hard cover and Pre-Submission synopsis along with one copy on CD in PDF format must be submitted. In case, Research Scholar is being supervised by more than one Guide, appropriate number of additional copies must be submitted.
- h. The colour of the binding (in hard) shall be Maroon with Golden printing.
- i. The general text shall be typed in the font style 'Times New Roman' and Font size 12. Use 1.5 spacing between the regular text and quotations.
- j. Fonts  
**Regular text** – Times Roman 12 pts. And normal print  
**Chapter heading**- Times Roman 16 pts., bold print and all capitals  
**Section headings**- Times Roman 12 pts., bold print and all capitals  
**Subsection headings** – Times Roman 12 pts., bold print and leading capitals i.e. only first letter in each word should be in capital. Single line spacing should be used for typing the general text.
- k. The margins for the regular text should as follows:  
 Front Side - LEFT = 1.50", RIGHT = 1.00", TOP = 1.00", BOTTOM = 1.00"  
 Back Side - LEFT = 1.00", RIGHT = 1.50", TOP = 1.00", BOTTOM = 1.00"

### 3. PREPARATION FORMAT

- 3.1 Cover Page - A specimen copy of the cover page of thesis is given in **Appendix-A**.
- 3.2 Inner Cover Page - A specimen copy of the inner cover page of thesis is given in **Appendix-B**.
- 3.3 Dedication - A specimen copy is given in **Appendix-C**.
- 3.4 Candidate's Declaration – A specimen copy of Declaration certificate is given in **Appendix-D**.
- 3.5 Certificate of the Guide – A specimen copy of Title page of certificate is given in **Appendix-E**. The certificate shall carry the Guide's signature and shall be followed by the Guide's name, academic designation department etc.
- 3.6 Acknowledgment – A specimen copy of Acknowledgement certificate is given in **Appendix-F**.

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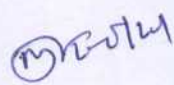
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- 3.7 List of Publications out of thesis –A specimen copy of the list of publication out of thesis is given in **Appendix-G**.
- 3.8 **Abstract** – Abstract should be one or 2 pages synopsis of the thesis typed in one and a half line spacing, Font Style Times new Roman and Font Size 12. A specimen copy abstract of the thesis is given in **Appendix-H**.
- 3.9 **Table of contents** – The table of contents should list all material following it as well as and material which precedes it. One and a half spacing should be adopted for typing the matter under this head. A specimen copy of the Table of Contents is given in **Appendix-I**
- 3.10 **List of Tables** – The list should use exactly the same captions as they appear above the tables in the text. One and a half spacing should be adopted for typing the matter under this head. A specimen copy of the list of Tables is given in **Appendix-J**.
- 3.11 **List of Figures** – The list should use exactly the same captions as they appear below the figures in the text. One and a half spacing should be adopted for typing the matter under this head. A specimen copy of the List of Figures is given in **Appendix-K**.
- 3.12 List of photographs –A specimen copy of the List of photographs is given in **Appendix-L**.
- 3.13 **Body of the thesis** - The chapters may be broadly divided into 5 parts (i) Introductory chapter including over view of the concerned area and organization of the thesis (ii) Literature review (iii) Scope and objective, methodology of the thesis (iv) Chapters developing the main theme of the thesis work (v) Conclusion and future scope of work.

The main text will be divided into several chapters and each chapter may be further divided into several divisions and sub-divisions.


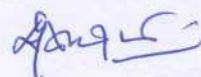
- The chapter title is the first-order heading. A chapter may be divided into section each of which has a section title (second-order heading). For example, in Chapter 3, the sections will be numbered 3.1, 3.2, etc. If at all possible do not further subdivide a section.
- Use subsections (third-order headings) only if unavoidable. For instance, in section 3.2, the subsections will be numbered 3.2.1, 3.2.2, etc. Do not further subdivide beyond this point For example, subsection 3.2.2 may not be further divided into sub-subsections 3.2.2.1, 3.2.2.2 etc.
- Tables and figures in a chapter should be placed in the immediate vicinity of the reference where they are cited.

Ram Rattan 

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- Footnotes should be used sparingly. They should be typed single space and placed directly underneath in the very same page, which refers to the material they annotate.

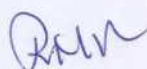
**3.14 List of Abbreviations-** A specimen copy of **REFERENCES** is given in **Appendix M**

**3.15 References in Harvard style** – A specimen copy of **REFERENCES** is given in **Appendix N**.

**3.16 Appendices** – A specimen copy of Appendices is given in **Appendix O**.

**3.17 Brief bio data of the Author** – A specimen is given in **Appendix P**.

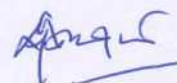
Ram Rattan 







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## Appendix-A (Thesis Cover)

**TITLE OF THESIS**

&lt;Times New Roman, Font Size 18&gt;&lt;1.5 line spacing&gt;

**THESIS**

&lt; Times New Roman, Font Size 14&gt;&lt;1.5 line spacing&gt;

*Submitted in fulfillment of the requirement of the degree of*

&lt; Times New Roman, Font Size 14&gt;&lt;Italic&gt;

**DOCTOR OF PHILOSOPHY**

&lt; Times New Roman, Font Size 16&gt;

to

&lt; Times New Roman, Font Size 14 &gt;&lt;Italic&gt;

**JECRC University, Jaipur**

&lt; Times New Roman, Font Size 14&gt;&lt;Italic&gt;

by

&lt; Times New Roman, Font Size 14 &gt;&lt;Italic&gt;

**NAME OF THE CANDIDATE**

&lt; Times New Roman, Font Size 14&gt;

**Under the Supervision of**

&lt; Times New Roman, Font Size 14 &gt;&lt;Italic&gt;

**NAME OF THE GUIDE(s)****Designation and Affiliation of Guide(s)**

&lt; Times New Roman, Font Size 14&gt;&lt;1.5 line spacing&gt;



**JECRC<sup>TM</sup>**  
**UNIVERSITY**  
 BUILD YOUR WORLD

**Name of the Faculty****JECRC University, Jaipur**

&lt; Times New Roman, Font Size 12&gt;&lt;1.5 line spacing&gt;

**MONTH, YEAR**

&lt; Times New Roman, Font Size 14, Bold&gt;

Ram Rattan Motu Ram



Ph.D. Regulations-2017

Signature

## Appendix-B (Inner Page)

**TITLE OF THESIS**

&lt;Times New Roman, Font Size 18&gt;&lt;1.5 line spacing&gt;

**THESIS**

&lt; Times New Roman, Font Size 14&gt;&lt;1.5 line spacing&gt;

*Submitted in fulfillment of the requirement of the degree of*

&lt; Times New Roman,Font Size 14&gt;&lt;Italic&gt;

**DOCTOR OF PHILOSOPHY**

&lt; Times New Roman,Font Size 16&gt;

to

&lt; Times New Roman,Font Size 14 &gt;&lt;Italic&gt;

**JECRC University, Jaipur**

&lt; Times New Roman,Font Size 14&gt;&lt;Italic&gt;

by

&lt; Times New Roman,Font Size 14 &gt;&lt;Italic&gt;

**NAME OF THE CANDIDATE**

&lt; Times New Roman,Font Size 14&gt;

**Under the Supervision of**

&lt; Times New Roman,Font Size 14 &gt;&lt;Italic&gt;

**NAME OF THE GUIDE(s)****Designation and Affiliation of Guide(s)**

&lt; Times New Roman,Font Size 14&gt;&lt;1.5 line spacing&gt;



**JECRC<sup>TM</sup>**  
**UNIVERSITY**  
 BUILD YOUR WORLD

**Name of the Faculty****JECRC University, Jaipur**

&lt; Times New Roman,Font Size 12&gt;&lt;1.5 line spacing&gt;

**MONTH, YEAR**

&lt; Times New Roman,Font Size 14, Bold&gt;

Appendix-C

Ph.D. Regulations-2017



Ram Rattan

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**DEDICATION**

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**Body Text**

<Font Style Times New Roman, font size 12>

to

My Parents/.....

Ram Ratan

Dr. Ratan

Ratan



Ph.D. Regulations-2017

Signature

**Appendix-D**

(A typical specimen of Declaration)

**DECLARATION**

&lt;Font Style Times New Roman, size-16&gt;

**Body Text**

&lt;Font Style Times New Roman, font size 12&gt;

I hereby declare that this thesis entitled "**TITLE OF THESIS**" by **NAME OF STUDENT**, being submitted in fulfillment of the requirements for the Degree of Doctor of Philosophy in **NAME OF THE BRANCH** under Faculty of ..... of JECRC University, Jaipur, during the academic year \_\_\_\_\_, is a bonafide record of my original work carried out under the guidance and supervision of **NAME OF GUIDE, DESIGNATION, DEPARTMENT** and has not been presented elsewhere.

(Name of Student)

Registration No. \_\_\_\_\_

Ram Rattan @mrtur

Rmr



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Handwritten signature.



## Appendix-E

**CERTIFICATE**

<Font-Style Times New Roman, size – 16>  
 <Font Style Times New Roman, Font size 12>

This is to certify that this Thesis entitled “**TITLE OF THESIS**” by **NAME OF STUDENTS**, submitted in fulfillment of the requirement for the Degree of Doctor of Philosophy in **NAME OF THE BRANCH** under Faculty of ..... of JECRC University, Jaipur , during the academic year \_\_\_\_\_, is a bonafide record of work carried out under my guidance and supervision.

(Signature of Guide)

Name of Guide

**DESIGNATION**

Department of \_\_\_\_\_

Faculty of ..... of JECRC University, Jaipur

JECRC University, Jaipur

Dated:

Ram Rattan Doctor Q.M.R



Ph.D. Regulations-2017

Signature

## Appendix-F

**ACKNOWLEDGEMENT**

&lt;Font Style Times New Roman, size-16&gt;

**Body Text**

&lt;Font Style Times New Roman, font size 12&gt;

I would like to express my sincere gratitude to my Guide "**Name of Guide**" / Co- Guide "**Name of Co- Guide**" for giving me the opportunity to work in this area. It would never be possible for me to take this thesis to this level without his/her innovative ideas and his/her relentless support and encouragement.

.....  
.....

(Name of Student)

Registration No. \_\_\_\_\_

Ram Ratha      M. K. S.      Rana



Signature

Ph.D. Regulations-2017

Signature



## Appendix-G

**LIST OF PUBLICATIONS OUT OF THESIS**

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**Body Text**

&lt;Font Style Times New Roman, font size 12&gt;

**List of Published Papers**

S. No.	Title of Paper	Name of Journal where published	No.	Volume & Issue	Year	Pages
1.						
2.						
3.						
4.						

**List of Accepted Papers**

S. No.	Title of Paper	Name of Journal where accepted	No.	Volume & Issue	Year
5.					

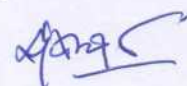
**List of Communicated Papers**

S. No.	Title of the Paper	Name of Journal	Present Status	Year
6.				

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## Appendix-H

**ABSTRACT**

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**Body Text**

&lt;Font Style Times New Roman, Font Size 12&gt;

Ram Rattan

M. K. Sharma

R. M.



Ph.D. Regulations-2017

A. Singh



## Appendix-I

**TABLE OF CONTENTS**

&lt;Font Style Times New Roman, size -16 Bold&gt;

Candidate's Declaration	i.
Certificate of the Guide	ii
Acknowledgement	iii
List of Publications	iv
Abstract	v
Table of Contents	vi
List of Tables	vii
List of Figures	viii
List of Photographs	ix
List of Abbreviations	x

**Contents /Body of Thesis**

(Suggested format for chapters, which may be modified as per requirement)

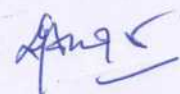
1. Introduction
2. Overview of Area
3. Literature Survey Review
4. Motivation
5. Problem Formulation
6. Objectives of the Thesis
7. Methodology
8. Organization of the Thesis
9. Development of Main Work
10. Result and Discussions
11. Conclusion and scope for future work

Ravi Rattan @Kotkur

RMR



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## Appendix-J

**LIST OF TABLES**

&lt;Font Style Times New Roman, size -16 Bold&gt;

Table		Page No
Table 1.1	<Title of Table 1.1>	
Table 1.2	<Title of Table 1.2>	
Table 2.1	<Title of Table 2.1>	

Ramesh Rattan

M. K. S. S.

R. K.



R. K.

Ph.D. Regulations-2017

R. K.



## Appendix-K

**LIST OF FIGURES/GRAPHS**  
<Font Style Times New Roman, size – 16 Bold>

Figure	Page No.
Figure 1.1	<Title of Figure 1.1>
Figure 2.1	<Title of Figure 2.1>
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.....	

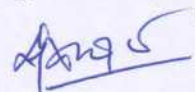
Ram Rattan 

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## Appendix-L

**LIST OF PHOTOGRAPHS**  
<Font Style Times New Roman, size – 16 Bold>

**Photograph****Page No.**

Photograph 1.1      <Title of Photograph 1.1>

Photograph 2.1      <Title of Photograph 2.1>

.....

.....

Ram Rattan      *(Signature)*

*Roll*



*(Signature)*

Ph.D. Regulations-2017

*(Signature)*



## Appendix-M

**LIST OF ABBREVIATIONS**  
<Font Style Times New Roman, size – 16 Bold>**Photograph****Page No.**

Photograph 1.1 &lt;Title of Photograph 1.1&gt;

Photograph 2.1 &lt;Title of Photograph 2.1&gt;

.....

.....

Ram Rattan

M. K. Singh

R. M.



D. Singh

Ph.D. Regulations-2017

D. Singh

## REFERENCES IN HARVARD STYLE

<Font Style Times New Roman, size -16 Bold>

### REFERENCES IN HARVARD STYLE

When writing a reference list in the **Harvard style** you need to remember the following:

- Arrange your list alphabetically according to surname and Start the reference list on a new page.
- Cite the references in the text in brackets as (Surname, Year); e.g. ( Watson, 2007)
- Use italics for title of journals and book title

### Examples of various References

- **Book:** Surname, Initial(s) (Year) *Book title in italics*. Edition - if available. Place: Publisher. For Example-  
Dybvig, D.D. and Dybvig, M. (2003) *Det tenkende mennesket. Filosofi- og vitenskapshistorie med vitenskapsteori*. 2nd edn. Trondheim: Tapir akademisk forlag.

Bick, J. (2000) *101 Thing You Need To Know about Internet Law*. Ebrary [Online]. Available at: <http://site.ebrary.com/lib/ntnu/> (Accessed: 30 March 2004).

- **Anthology (book with articles):** An anthology is a book with one editor, but where the chapters are written by several different authors.  
Surname author, Initial(s) (Year) 'Title of chapter', in Surname editor, Initial(s) (ed.) *Book title in italics*. Edition. Place: Publisher, page.  
For Example-  
Beizer, J.L. and Timiras, M.L. (1994) 'Pharmacology and drug management in the elderly', in Timiras, P.S. (ed.) *Physiological basis of aging and geriatrics*. 2nd edn. Boca Raton: CRC Press, pp. 279-284.

Fermann, G. (ed.) (1997) *International politics of climate change: key issues and critical actors*. Oslo: Scandinavian University Press.

- **Journal articles:** Surname, Initial(s) and Surname, Initial(s) (Year) 'Title of article', *Title of journal in italics*, volume (issue), page.

For Example-

Kwan, I. and Mapstone, J. (2004) 'Visibility aids for pedestrians and cyclists: a systematic review of randomised controlled trials', *Accident Analysis & Prevention*, 36(3), pp. 305-312.

Kwan, I. and Mapstone, J. (2004) 'Visibility aids for pedestrians and cyclists: a systematic review of randomised controlled trials', *Accident Analysis & Prevention*, 36(3), pp. 305-312. [Online] DOI: 10.1016/S0001-4575(03)00008-3 (Accessed: 29 March 2004).

Ram Rethu  
Dharmendra  
Raj

Ph.D. Regulations-2017  
Jagat



- **Conference papers**

**Unpublished papers:** Surname, Initial(s) (Year) *Title of paper in italics*. Unpublished paper presented at Name of conference. Place.

**Published papers:** Surname author, Initial(s) (Year) 'Title of paper', in Surname editor, Initial(s) (ed.) *Title of conference in italics*. Place: Publisher, page.

For example-

Nørvåg, K. (2003) 'Space-Efficient Support for Temporal Text Indexing in a Document Archive Context', in Koch, T. and Sølvberg, I. (eds) *Research and Advanced Technology for Digital Libraries, 7th European Conference, ECDL 2003, Trondheim, Norway, August 17-22, 2003*. Berlin: Springer, pp. 511-522.

- **Newspapers and popular magazines:** Surname, Initial(s) (Year) 'Title of article', *Title of newspaper in italics*, Date, page.

For example-

Ringen, S. (2004) 'La ikke Erna Solberg rasere det lokale folkestyre', *Aftenposten*, 25 March, p. 10.

Crosh, A. and Graff, J. (2004) 'A strike at Europe's heart', *Time Magazine*, 22 March, pp. 22-28.

- **Dissertation and master thesis:** Surname, Initial(s) (Year) *Title of thesis or dissertation in italics*. PhD thesis. Institution, Place.

For example-

Hasund, I.K. (2003) *The discourse markers like in English and liksom in Norwegian teenage language : a corpus-based, cross-linguistic study*. Dr.art. thesis. University of Bergen.

- **Public information:** Author/editor (Year) *Title in italics*. Place: Publisher (Series).

For example-

Arbeids- og administrasjonsdepartementet (2004) *Arbeidslivsutvalget. Et arbeidsliv for trygghet, inkludering og vekst*. Oslo: Statens forvaltningstjeneste (NOU 2004: 5).

- **Web page:** Author (Year) *Title in italics*. Available at: URL (Accessed: Date).

For example-

Fugelsnes, E. (2004) *Oppvarmet støv kan gi økte helseplager*. Available at: <http://www.forskning.no/Artikler/2004/mars/1079517069.32> (Accessed 01 April 2004).

- **Web page with no authors:** *Title in italics* (Year) Available at: URL (Accessed: Date).

Ram Ratan      M. K. Ratan      Ram



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## Appendix-O

**APPENDICES**

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**Body Text**

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Ramesh Rattan

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## Appendix-P

**BRIEF PROFILE OF THE RESEARCH SCHOLAR**

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**Body Text**

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Ravi Rattan

W. K. S. S. S.

Ravi



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