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| **FORMAT OF RESEARCH THESIS (PhD)** |
| **Board of Advanced Studies & Research (BASR)** |

# Overall Thesis Format

# Word Limit, Page Number, Fonts

* Students should remember to run a spell check on their final version of the thesis to ensure that it’s free from spelling/grammatical errors.
* The standard fonts to be used are: Times New Roman/Arial, size 12 with 1.5 line spacing and fully justified page alignment. However, indented quotations should have single line spacing.
* Margins  
  At least 1 ¼ - 1 ½ inches (3.17-3.81 cm) on the left-hand side, 3 /4 -1 inch (2-2.54 cm) at the top and bottom of the page, and about ½ -0.75 inches (1.27- 1.90 cm) at the outer edge. The best position for the page number is at top-right ½ inch (1.27 cm) below the edge. Page containing figures and illustration should also be suitably paginated.
* Page numbers must be displayed on all pages except the title page. You must not use Roman numerals for page numbering.
* Abstract 400-450 words
* The final written thesis word limit should be between 40,000 – 120,000 words including references/bibliography. In exceptional circumstances the student will be allowed to exceed/decrease the word limit. Student will be required to consult Supervisor/ DRRC Head.
* Italicise your quotations
* Where tables and figures (graphs, charts and diagrams) are used they should, as far as possible, be given margins equal to or greater than a page of text.
* All tables and figures should clearly state their source.
* **Table of Contents and chapter names may please be amended/changed as per the nature of research work.**

# Organization of Thesis

* + Chapter One
  + Chapter Two
  + Chapter Three
  + Chapter Four
  + Chapter Five

# List of References

* + Faculty of Computing and IT, follow IEEE style for writing references
  + Faculty of FMAS, follow APA style
  + Faculty of Science, follow APA style
  + Faculty of Social Sciences, follow APA style
  + Faculty of Engineering and Technology, follow IEEE style

# Appendices (If any)

* + Participant Information Sheet, Letter for permission, Participant Consent form, Measuring instruments
  + Interview guides, observational schedule, Assessment tools

# Published work

# Published work from the theses be included as appendix (Reprints/ proof / preprint.)