

PANJAB UNIVERSITY, CHANDIGARH

From

The Deputy Registrar (General)
Panjab University
Chandigarh-160014

To

1. Prof. Prince Sharma,
Dean, Faculty of Science
Department of Microbiology, P.U.,
Chd.
2. All the Chairpersons/Directors/
Honorary Directors/Coordinator of
University Teaching Departments
under the Faculty of Science
3. The Principal
Home-Science College
Sector-10, Chandigarh

No.ST. 2687-3721

Dated: 15/06/2020

Sir/Madam,

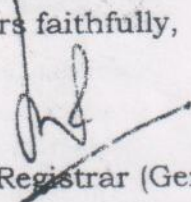
This is to inform you that the Vice-Chancellor, on the recommendation of the Committee of the M.Phil/Ph.d. Guidelines dated 03.02.2020 under **Item No. 4** has approved as under :

RESOLVED: That the proposal of Professor Devinder Mehta and Prof. M.C. Sidhu regarding the Guidelines for synopsis preparation as per appendix be accepted and be circulated accordingly.

Accordingly, the approved appendix of the proposal of Professor Devinder Mehta and Prof. M.C. Sidhu regarding the Guidelines for synopsis preparation is being attached herewith.

This may kindly be notified to all concerned.

Yours faithfully,


Deputy Registrar (General)

9

23/12/19

PHS/3881
20/12/19

**Department of Physics, Centre of Advanced Study in Physics
PANJAB UNIVERSITY CHANDIGARH-160014 (INDIA)**

(Established under the Panjab University Act VII of 1947-enacted by the Govt. of India)

Prof. Devinder Mehta
Dean, Faculty of Science

Mob. : +91-9815973101
Email: dmehta@pu.ac.in
Date: 20th Dec., 2019



The Dean University Instruction
Panjab University

Sir

Please find enclosed a copy of the proposed "Guidelines for Synopsis Preparation and RDC Presentations in Faculty of Science". These guidelines have been prepared by taking feedback from various Chairpersons and Faculty members of Science Departments. You are requested to consider these guidelines for their approval in the coming SRB meeting.

D. Mehta
(Devinder Mehta)
Dean, Faculty of Science

M.C. Sidhu
(M.C. Sidhu)
Secretary, Faculty of Science

Ph.D. guidelines
Angla

Included in Agenda

DR (G)
Mrs Harpreet

101

(10)

Guidelines for Synopsis Preparation and RDC Presentations in Faculty of Science


Research Student making presentation in RDC belongs to the 'Department' in general and to one of 'Faculty member' in particular. The piece of research work to be conducted by the Research Student should be the best possible. The following are the Guidelines for Synopsis Preparation and RDC Presentations:

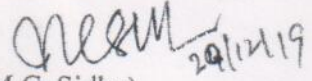
A. Preparation of Synopsis:

- (i) The length, spacing, grammar, technical words, font type & size, page number, etc. are important components of the Synopsis. The Synopsis should be of 15-20 pages. The unnumbered Title page should be left blank on the back side. *Do not use transparent (plastic) cover/sheet for binding of the Synopsis.* Research Student is finally responsible for the contents of the Synopsis submitted.
- (ii) Suggested *format for the Title and Text portion of the Synopsis* is attached herewith for consideration and is also available at <http://physics.puchd.ac.in/noticeboard.php> under the heading "Ph.D. synopsis template". For references, the Academic Committee of every Department can finalize the format. The Research Students of a particular Department should follow ONE uniform pattern. Number of references should not exceed 30.
- (iii) The work done so far may be given in brief.
- (iv) Use of words like "To" in the beginning of the Thesis Title should be avoided. Also, use of words like, *some, certain, few* AND/OR, should be avoided in the title.
- (v) The research Student submitting the synopsis is expected to check all the references using Google search or any other tool. Do not use bullets in the Synopsis. In case any figure is taken from an internet website or research paper, it must be referred.
- (vi) Research Student can submit 5 copies of the synopsis in the office of the Chairperson for consideration in the forthcoming RAC meeting. After approval or after incorporating the suggestions made by members of RAC, the candidate should submit the number of copies to have total number of copies equal to members of RDC members of that Department plus three. Pre-RDC is a good practice being followed by certain Departments. It can be practiced during JAAC meeting, student may be asked to present his work for 5-10 minutes. It will improve the presentation in RDC meeting.

B. Presentation of Synopsis in RDC:

- (i) The RDC presentation should be focused and of 10-15 minutes duration. It is an RDC meeting presentation (not RMC). It should include (i) Introduction, Review of Literature – to the point (ii) Objectives – very specific, (iii) Methodology and Data Analysis – in brief (iv) Work done so far – very brief (v) Do not enlist all references in the presentation.
- (ii) Research Student making presentation must answer himself/herself the queries raised by the Faculty and students attending the RDC. Supervisor can put his/her comments at the end; if he/she desires so, otherwise it should be avoided.
- (iii) Research Student making presentation is advised to note down the suggestions during synopsis presentation, and incorporate these after consultation with the supervisor.
- (iv) Research Students of the department should be encouraged to attend the RDC and their attendance should be recorded. Research Students attending the RDC should participate in discussions. Chairperson should take special steps in this direction, for example, a particular synopsis be assigned to a particular group of research students for discussions.


(Devinder Mehta) 20/11/19
Dean, Faculty of Science


(M.C. Sidhu) 20/11/19
Secretary, Faculty of Science

(11)

(Use UK English in text and title in times new roman)
TITLE OF THE SYNOPSIS IN UPPERCASE AND BOLD
(font size 16, single spacing)

A SYNOPSIS FOR REGISTRATION IN THE Ph.D. PROGRAMME

IN PHYSICS

IN THE FACULTY OF SCIENCE

PANJAB UNIVERSITY, CHANDIGARH

YEAR — (font size 14, bold, spacing 1.5)

(2 line gap)

by

(2 line gap)

(Name of the Candidate) (font size 14, bold)

(One line gap)

(Signature of the candidate) (font size 12)

(Two line gap)

Under the Supervision of (font size 14, bold)

(One line gap)

Guide's name (in Bold and Lower case with 14 Font size in Times Roman)

Guide's designation (Unbold font size 12)

(one line gap)

(Signature of Supervisor) (font size 12)

**(Center aligned in case of single guide
Extreme aligned in case of two guides)**

**DEPARTMENT OF PHYSICS
PANJAB UNIVERSITY
CHANDIGARH**

[Handwritten signature]

TITLE OF THE SYNOPSIS IN UK STYLE WITH

1. Introduction (bold and lowercase and 16 font size)

Contents of the material in times roman with font size 12 and 1.5 spacing

1.1 Subheading bold with 14 font size and lowercase

Contents of the material in times roman with font size 12 and 1.5 spacing

Note: The sub points of the sub headings can be designated by roman numerals [i] or a, b, c wherever necessary

2. Literature Survey

Contents of the material in times roman with font size 12 and 1.5 spacing

2.1 Subheading bold with 14 font size and lowercase

Contents of the material in times roman with font size 12 and 1.5 spacing

The sub points of the sub headings can be designated by roman numerals or a, b, c wherever necessary

Literature survey includes the motivation behind your work

3. Objectives

The main objectives of the work can be put in points or paragraph depending upon the work conducted.

4. Plan of work

Plan of work includes the preparation of material, various techniques and parameters involved in evaluating the respective problem.

5. Methodology

6. Work done so far

References (Bold, Lowercase 16 font)

[1] Author's name, Journal name (Abbrevated). **Volume number (Bold)** (Year) Page no.

Example:

[1] D.V. Deak, D. Singh, E. J. Biddinger, J. C. King, B. Bayram, J. T. Miller, U. S. Ozkan, J.

Catal. **285** (2012) 145.

[2] C. N. Lunardi, A. C. Tedesco, Curr. Org. Chem. **9** (2005) 813.

Note : References should be less than 30

Handwritten signature