SWAMI VIVEKANAND SUBHARTI UNIVERSITY

Panna Dhai Maa Subharti Nursing College

Dissertation Guidelines for M.Sc. (N) & NPCC Course

Every candidate shall carry out work on an assigned research project under the guidance of a recognized post graduate teacher, the results of which shall be written up and submitted in the form of a dissertation.

Work for writing the thesis is aimed at contributing to the development of a spirit of enquiry, besides exposing the candidate to the techniques of research, critical analysis, statistical methods acquaintance with the latest advances in nursing and the manner of identifying and consulting available literature.

Procedure for submitting the Dissertation proposal protocol

The topic of dissertation shall as selected by the candidate. The institutional research and ethical committee (College level) will approve the topic. The title of the topic along with plan of work not exceeding 1000 words in prescribed proforma under intimation to the dean should be submitted to the university with the recommendation of guide/PG teacher within a period of 8 months from the date of admission. In case of delay in submission of topic of dissertation & plan of work the period of the training of the candidate shall be extended proportionately for which the entire responsibility shall be upon the candidate.

Application for change in topic should be forwarded with the recommendation of the head of department/guide explaining the circumstances due to which change is desired. The new plan should be submitted to the university after getting the approval of the institutional research & ethical committee and recommendation of the Dean/Principal.

Guidelines for Guides/Co-guides

Every candidate shall carry out work on an assigned research project under the guidance of recognized Post Graduate teacher as per the rules and regulations issued by the INC.

a) Qualification of Guide

Main guide: Nursing faculty/nursing expert in the same clinical specialty holding Ph.D/M.Phil/M.Sc. Nursing with a minimum of 03 years experience in teaching in the Post Graduate Program in nursing.

Co-Guide: A Co-Guide is a nursing faculty/expert in the field of study (may be from outside the college but should be within the city)/ Medical preceptor for NPCC

b) **Guide-Student Ratio:**

Maximum of 1:4 (including as co-guide)

c) **Research Committee:**

There should be a research committee in each college comprising of minimum 5 members chaired by the Dean, Faculty of Nursing.

Change of guide:

Change of guide/Co-guide may be permitted with prior permission from the university only in the event of a registered guide/co-guide leaving the college for any reason or in the event of death of guide/co-guide. Application for change in guide/co-guide should be made to university duly forwarded & recommended by the Dean/Principal of the college.

Guidelines for Submission & evaluation of Dissertation
(As per proforma enclosed)

The written text of dissertation shall be not less than 50 pages excluding references tables, questionnaires and other annexure. It should be neatly typed in double lines spacing on one side of paper (A4 size, 8.27" x 11.69") and bound properly. Spiral binding should be avoided.

Four hard copies of dissertation along with soft copy on a CD thus prepared shall be submitted to the controller of examination at the end of 9 month of IInd Year. After evaluation & final approval of the thesis, one hard copy & one soft copy shall be sent to the central library.

A candidate should be allowed to appear for the final examination only after the acceptance of the dissertation.

Submission of Dissertation

The stipulation for submission of dissertation 3 months before the final examination is as per the norms of Indian Nursing Council. The principal of the college may, at his discretion, announce an earlier date for submission of thesis in the college due to academic or administrative reason ensuring that the thesis reach the office of the controller of examination on or before the date of notified by the University. A declaration by the candidate that the work was done by him/her shall be included.

The guide, head of the department and head of the institution shall certify the bonafied of the project work.

Evaluation of Dissertation

For dissertation Internal examiner should be the guide and external examiner should be nursing faculty/Nursing expert in the same clinical specialty holding Ph.D/M.Phil/M.Sc. Nursing with a minimum of 3 years experience in guiding the research projects for Post Graduate Students of Nursing appointed by the university. For dissertation one internal examiner and one external examiner (outside the university) should jointly conduct examination and viva-voce for each student.

Evaluation of the dissertation should be done by the examiner prior to viva.

Duration: Viva-voce will be minimum 30 minutes per student.

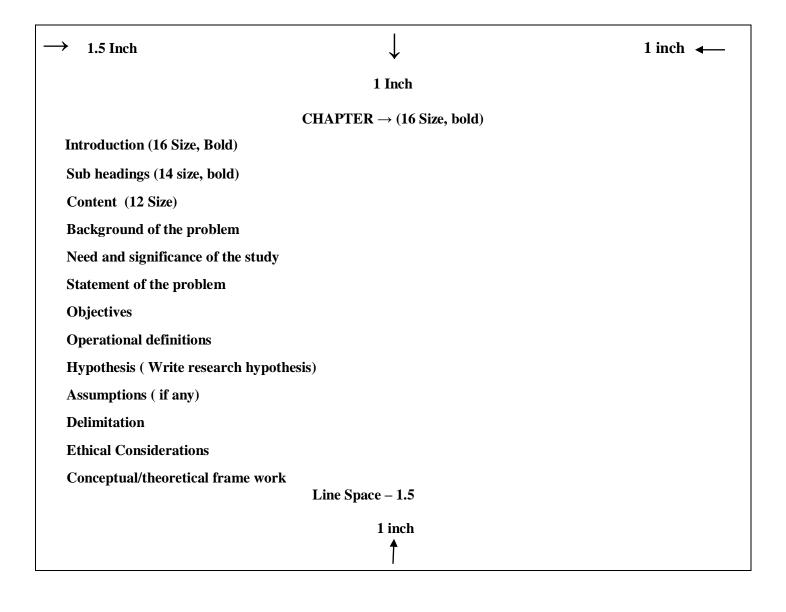# PANNA DHAI MAA SUBHARTI NURSING COLLEGE.

LIST OF TABLES (16 Size, Bold)

Sl. No.	Title	Page No.
1.		
2.		

LIST OF FIGURES (16 Size, Bold)

Sl. No.	Title	Page No.
1.		
2.		

LIST OF APPENDICES (16 Size, Bold)

Sl. No.	Title	Page No.
A.		
B.		
C.		
D.		

→ **1.5 Inch**   ↓   **1 inch** ←

1 Inch

CHAPTER → (16 Size, bold)

Introduction (16 Size, Bold)

Sub headings (14 size, bold)

Content (12 Size)

Background of the problem

Need and significance of the study

Statement of the problem

Objectives

Operational definitions

Hypothesis (Write research hypothesis)

Assumptions (if any)

Delimitation

Ethical Considerations

Conceptual/theoretical frame work

Line Space – 1.5

1 inch

↑

CHAPTER 2 (16 size, bold)

Review of literature

Subheading of the literature reviewed (14 size, bold)

Summary (of reviewed literature at the end)

CHAPTER 3 (16 size, bold)

Methodology

Research approach

Research design

Variables

Schematic representation of the study

Setting of the study

Population

Sample and sampling technique

      Inclusion criteria

      Exclusion criteria

Sample size

Tool/Instruments

      Development/selection of the tool

      Description of the tool

Content validity

Reliability of the tool

Pilot study

Data collection procedure

Plan for data analysis

CHAPTER 4 (16 size, bold)

Analysis and interpretation (14 Size)

Section title (14 Size)

(Section wise presentation of data) (14 Size)

CHAPTER 5 (16 size, bold)

Results

Statement of the problem

Objectives
Support studies as per objectives

CHAPTER 6 (Size 16, bold)

Major finding (14 Size)

Summary and conclusion (14 Size)

Summary (14 Size)

Conclusion (14 Size)

Nursing implications (14 Size)

Limitations (14 Size)

Recommendations (14 Size)

Dissertation style: APA style

Tables

Tables must be self explanatory. The data must be clearly organized and should supplement and not duplicate the text. Data may be presented either in table or pictorial form. Do not use internal horizontal or vertical lines. Explanatory matter should be given as footnotes. Statistical analyses used must be appropriate. Confidence interval along with exact probability values must be probability values must be stated for the results. Round decimals in two digits. Each table must have a title and should be numbered with Arabic numerical e.g. (1, 2). Type or print each table with double spacing on a separate sheet of paper. Number tables consecutively in the order of their citation in the text and supply a brief title for each. Give each column a short or an abbreviated heading. Explain all nonstandard abbreviations in footnotes, Table should not be carried over to the next page.

Illustrations and Figures

- Number each figure in the text in consecutive order.

Abbreviations and Symbols

Use only standard abbreviations in the title of the manuscript. The spelled-out abbreviation followed of the abbreviation in parenthesis should be used on first mention unless the abbreviation is a standard unit of measurement.

Abstract

Abstract provides a brief summary of the dissertation/thesis, summing up clearly the problem examined, the methods used, and the main findings. The abstract is a one-paragraph, self-contained summary of the most important elements of the paper. The abstract word limit is between 250 and 300 words. All numbers in the abstract (except those beginning a sentence) should be typed as digits rather than words. Key words (Max.10) should be given, chosen from nursing subject headings. Each word should be separated by semicolon.

References

- The Reference list should appear at the end of the paper and provide the full bibliographic information about the sources cited.

- List all references in order by number, not alphabetically. Each reference is listed once only, since the same number is used throughout the paper. It should be numbered consecutively in the order in which they are first mentioned in the text. Identify references in text and tables by Arabic numerals in parentheses.

- The titles of journals should be abbreviated according to the style used in the list of Journals. The following information is included for journal articles: author (s), article title, abbreviated journal title, year, month (if applicable), day (if applicable) volume number, issue number (if applicable), page numbers. For books author (s), title, Edition, place of publication, publisher, and year.

- List each author's last name and initials; full first names are not included. List all authors, but if the number exceeds six, give the six followed by "etal".

- For books with chapters written by in individual authors, list the authors of the chapter first, then the chapter title, followed by "In:", the editors names and book title.

- Initials follow the family names of authors and editors with no space or full stops between the initials of an author, e.g. Halpern SD, Ubel PA, Caplan AL.

- Commas are used to separate each author's name. Note that 'and' is not used to separate the last two names.

- Minimal capitalization is used for the article title, i.e. only the first word and words that normally would being with a capital letter are capitalized.

- Full stops are used after the last author's initials, after the article title, after the abbreviated journal title and at the end of the entry.

- Peck J, Coyle M. the student's guide to writing. Basingstoke:Palgrave Macmillan; 2005.

- The date is followed by a semicolon (with no space after it) and the volume number or issue number is followed by a colon (with no space after it). Rose ME, Huerbin MB, Melick J, Marion DW, Palmer AM, Schiding JK, etal. Regulation of interstitial excitatory amino acid concentrations after cortical injury. Brain Res. 2002;935 91-2); 40-6.

References: Examples

Book (one author)

- Neville C. The complete guide to referencing and avoiding plagiarism. Maidenhead: Open University Press; 2007.

Book (two or more authors)

- Peck J, Coyle M. the student's guide to writing. Basingstoke:Palgrave Macmillan:2005.
- Fauci AS, Braunwald E, Isselbacher KJ, Wilson JD, Martin JB, Kasper DL, etal, editors. Harrison's principles of internal medicine. 14th ed. New York: McGraw Hill;1998.

Chapter in an edited book

- White E. student plagiarism as an institutional and social issue. In: Buranen L, Roy A, editors. Perspectives on plagiarism and intellectual property on a postmodern world. New York:State University of New York Press; 1999' P. 205-210.
- Meltzer PS, In: Vogelstein B, Kinzler KW, editors. The genetic basic of human cancer. New York: McGraw-Hill:2002.p. 93-113.

Journal

- List up to the first six authors; 1-6-authors: Eg:Halpern SD, Ubel PA, Caplan AL. Solid-organ transplantation in HIV-infected patients. N Engl J Med. 2002 Jul 25;347(4):284-7.
- If the article has more than six authors, list the first six, followed by et al. Give the first six names in full and add "et al". The authors are listed in the order in which they appear on the title page.

  More than 6 authors Eg: Rose ME, Huerbin MB, Melick J, Marion DW, Palmer AM, Schiding JK, et al. Regulation of interstitial excitatory amino acid concentrations after cortical contusion injury. Brain Res. 2002;935(1-2):40-6.
- If a journal carries continues pagination throughout a volume, the month and/or issue number may be omitted.
- Halpern SD, Ubel PA, Caplan AL. Solid-organ transplantation in HIV infected patients. N Engl J Med. 2002;347:284-7.

Journal article on the Internet:

Abood S. Quality improvement initiative in nusing homes: the ANA acts in an advisory role. Am J Nurs (Internet). 2002 Jan (dited 2002 Aug 12);102(6): 9about 1 p.). Available from: http://www.nursingworld.org/AJN/2002/june/wawatch.htmArticle.

Book on the Internet

Foley KM, Gelbean H, editors. Improving palliative care for cancer [monograph on the Internet]. Washington: National Academy Press; 2001 [cited 2002 Jul 9]. Available from http//www.nap.edu/books/0309074029/html.

Website with no author

Princeton University. Acknowledging your sources [academic integrity page]. No date [cited 2008 Nov 5]. Available from http://www.princeton.edu/pr/pub/intergrity/pages/acknowledge.html.

General principles

Paper

Use only one side high-quality, plain white (unlined in any way) bond paper, minimum 20-lb weight, and 8 ½ " x 11" in size. Erasable paper should not be used.

- Type Size and Print The font size should be visible to the reader, preferably Times New Roman 12 pt. No italicization.

The size of the titles should be 14 and Bold, the size of subtitles should be 12 and bold. Print should be letter quality or laser (not dot matrix) printing with dark black characters that are consistently clear and dense. Use the same type of print and print size throughout the document.

Pagination

Number all of the pages of your document, including not only the principal text, but also all plates, tables, diagrams, maps, and so on. Roman numerals are used on the preliminary pages (pages up to the first page of text) and Arabic numerals are used on the text pages. The numbers themselves can be placed anywhere on the page, however they should be consistent.

Spacing

Use 1.5 spacing except for long quotations and footnotes which are single-spaces.

Margins

Margin size: "generous" – Use plenty of room on the top, bottom, left & right (1" minimum). To allow for binding, the left hand margin must be 1.5". Other margins should be 1.0". Diagrams or photographs in any form should be a standard page size, or if large, folded so that a free left hand margin of 1.5" remains and the folded sheet is not larger than the standard page.

Photographs

Professional quality black and white photographs are necessary for clear reproduction. Colors are allowed, but you should be certain the colored figure will copy clearly and will not be confusing when printed in black and white.

File format

Dissertation format should be in Doc (Ms Word Document) of PDF (Portable Document Format), Image files in JPG of TIFF format and Audio Visual in AVI (Audio Video Interleave), GIG, MPEG (Moving picture expert) files format.

Labeling on CD

CD-ROM Labeling should be standard and should contain title, name of the candidate, degree name, subject name, guide name of the department, college, place and year.