

# VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES

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## THESIS PREPARATION GUIDELINES

**Brief instructions/guidelines for the preparation of THESIS for M.Pharm. and B.Pharm. course project works of JNTUK at VNIPS. These are for general idea only and any specific instructions as per the research supervisor based on the nature of work and guidelines proposed by JNTUK may differ and need to be aware of those updates.**

### **Order/Sequence of documents and chapters in a Thesis book:**

1. Cover Page (outside board)
2. Title Page (inner cover page)
3. Bonafide Certificate from Principal
4. Bonafide Certificate(s) from Project Guide(s)/Supervisor(s) (Additionally, industry or lab certificate if project done outside the campus)
5. Declaration by the student
6. Acknowledgements
7. Table of Contents
8. List of Tables
9. List of Figures
10. List of Symbols, Abbreviations and Nomenclature
11. Aim and Objectives
12. Chapter-1: Introduction
13. Chapter-2: Literature Review
14. Chapter-3: Materials and Methods
15. Chapter-4: Results and Discussion
16. Chapter-5: Summary and Conclusion
17. Chapter-6: References
18. Annexure(s), if any, like solution preparations, ethics committee letter, publications reprint, conference presentation certificate photocopy related to the thesis work.
  - Respective chapter title should be kept in front of starting every chapter
  - “Dedicated to ...” page (optional at student’s wish) can be inserted if required before acknowledgements.

# Thesis Preparation Guidelines

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## Instructions:

### 1. Paper to be used, Page dimensions and margins

- Standard A4 size (297 mm x 210 mm) (8.27" x 11.69")
- Executive or Excel Bond Paper of 75 gsm or 80 gsm
- Margins: Left side 1.5 inch; Remaining three sides 1 inch.
- Thesis printed on single side and hard bound.

### 2. Thesis font

- The text in all chapters should be in Times New Roman, font size 12, double spacing, 0.5 inch Tab for paragraph starting, justified alignment.
- Side headings to be bold with number sequencing as per chapter number. 1.1, 1.1.1, 1.1.2, 1.1.1.1, 1.1.1.2, 1.2, 1.2.1, 1.3, ... Starting digit represents chapter number.
- A sub heading at the bottom of a page must have at least two full lines below it or else it should be carried over to the next page.

### 3. Header, Footer, Page number

- For chapters, header with right alignment representing the chapter name
- For chapters, footer with college name abbreviation "VNIPS" as left alignment
- For chapters, English style page numbers should be given continuously at the bottom middle footer position.
- For documents like acknowledgements, table of contents, list of tables, list of figures, list of symbols, aim and objectives, placed before the chapters, roman number style should be followed and placed at the bottom footer position.

### 4. Tables, Figures/Images

- Charts, graphs, maps, photographs, images and diagrams are designated as figures.
- Figures should be printed preferably in color print on good quality A4 size photocopier paper of around 80 gsm.
- Numbering should be given separately for tables and figures as per chapter sequence like 1.1., 1.2, 1.3, 2.1, 2.2, ...
- Tables and figures should conform to the margin specifications. Large size images should be resized to fit into the page margin dimensions.
- Title of a table should be given above the table with Times New Roman, font size 12, bold, sentence case, center, 1.5 line spacing.

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- Title of a figure or an image should be given below/underneath the figure/image with Times New Roman, font size 12, bold, sentence case, center, 1.5 line spacing.
- Table columns and text can be maintained with 1.5 line spacing.

### 5. Cover page/Title page draft

- The title of the thesis  
Of Times New Roman font style with size 16/18, bold and Single line spacing. Capital/Uppercase format except for specific abbreviations or symbols as the case may be. Center alignment should be there within the specified margin of the cover page.

- Logo of JNTUK

- The phrase:

*Thesis submitted to JNTU Kakinada in partial fulfillment of the requirements for the  
award of the degree of*

(Times New Roman, font size 14, bold, italic, single line spacing, center alignment)

- The name of the degree, in, specialization (in case of M.Pharm.)

(Times New Roman, font size 14, bold, Sentence case, centered, double spacing).

**Master of Pharmacy**

**in**

**Pharmaceutics**

- Student details

By, Student name as per SSC certificate, Qualification (for PG student) and Register No.

(Times New Roman, font size 16, bold, Name uppercase, remaining sentence case font size 12, centered).

- Guide/Supervisor details

Under the guidance of, Guide/Supervisor name, Qualification, Designation

(Times New Roman, font size 16, bold, Name upper case, remaining sentence case font size 12, centered).

- College logo

- Name of the Department

(Times New Roman, font size 14, bold, sentence case, centered)

- Name of the College

(Times New Roman, font size 14, bold, uppercase, centered)

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- Address of the College  
(Times New Roman, font size 12, sentence case, centered)
- Month, Year  
(Times New Roman, font size 12, bold, sentence case, centered)

### 6. Acknowledgements

Student can acknowledge all those who helped for the successful completion of the project work. It's a message thanking to them. It can be either single page or two pages. At the end student name can be given.

### 7. Table of Contents

The table of contents should list all the contents following this section. The preceding section like the Certificate and Acknowledgements will not be listed in the Table of Contents. The title TABLE OF CONTENTS in Times New Roman with size 14, bold as heading is placed in center. Columns with S.No., Chapter No., Content name, Page No. are present.

### 8. List of Tables and list of figures

The list of tables and figures should use exactly the same numbers and captions as they appear in the chapters. Columns include Table No. or Fig. No., Title and Page No. (Times New Roman, font size 12, centered)

### 9. List of symbols, abbreviations and nomenclature

Times New Roman, font size 12, 1.5 line spacing. Standard and popularly used symbols, abbreviations etc. used in the thesis are to be mentioned.

### 10. Aim and Objectives

The main aims of the project and the objectives proposed to be carried out during the research work are to be outlined as point wise description.

### 11. Introduction

Brief introduction related to the thesis title, techniques involved, disease under study, drug(s) under study etc. that gives knowledge about the proposed research should be covered in this chapter.

### 12. Literature review

Past research works reported in the literature (journal articles) related to the selected technique and selected drug(s) will be covered citing the corresponding main author's name.

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### 13. Materials and Methods

List of materials (drug/polymer/excipients/chemicals) and equipment (apparatus/machinery) used in the investigation should be mentioned along with their supplier, make and model. Brief description and profile of drug and excipients used should be covered. Complete experimental procedures followed and methods adopted should be discussed in detail with supportive tables wherever necessary.

### 14. Results and Discussion

Results of all the experiments conducted should be clearly depicted here. Tables and graphs can be used for better presentation. Interpretation of each result should be discussed.

### 15. Summary and Conclusion

This chapter gives an overall summary of what has been proposed, what has been done, what has been obtained as a result and what is the interpretation. Final conclusion, covering the advantages/benefits, out of whole research work carried out is to be briefly mentioned. Any existing/expected limitations related to the work can be presented.

### 16. Listing of References

The listing of references should be typed in alphabetical order of their use in the thesis.

#### ***Journal paper citation style:***

Author(s) name(s), paper title, journal name, year, volume, issue, page numbers.

E.g., Chakkapan S, Kiran Gandhi, Suja Thomas, Katkam RR, Puri CP and Srivastava R. Studies in transdermal drug delivery system for estradiol. *Indian J. Pharm. Sci.*, 1994; 56(4): 121-125.

#### ***Book citation style:***

Author(s) name(s), chapter title, book title, volume (if any), edition, publisher name, place, year of publication, page numbers.

E.g.,

Banker GS and Anderson NR. The Theory and Practice of Industrial Pharmacy: Tablets, 3<sup>rd</sup> ed., Varghese Publishing House, Bombay, 1990, 293-303.

#### ***Website citation style:***

Direct URL of that web page followed by accessed date in brackets.

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E.g., [https://www.fda.gov/ohrms/dockets/ac/03/briefing/3995B1\\_07\\_GFI-BioAvail-BioEquiv.pdf](https://www.fda.gov/ohrms/dockets/ac/03/briefing/3995B1_07_GFI-BioAvail-BioEquiv.pdf) (accessed on 6<sup>th</sup> February 2018)

### 17. Citation of References in the Thesis

Any work of other researchers used either directly or indirectly in the research must be indicated at appropriate places in the thesis by giving as superscript number, whose details are available in references chapter. It could be a journal paper, a paper in conference proceedings, a monograph, a case study, a patent, a guideline, a website or a book; in physical or electronic form.

#### NOTE:

- ✚ Required number of books and two CDs with whole thesis final copy in word format and pdf format are to be submitted in college. Student and Thesis details are to be written on CD for identification. (in case of M.Pharm.)
- ✚ Two copies of thesis books are to be submitted in college. (in case of B.Pharm.)
- ✚ These guidelines are in general, specific instructions can be obtained from respective supervisor/guide.

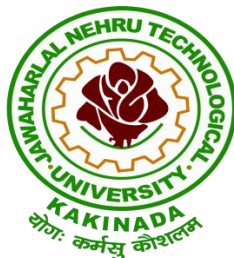
Any updates/corrections/grievances/suggestions can be mailed to  
[vnips.vizag@gmail.com](mailto:vnips.vizag@gmail.com)

## Thesis Preparation Guidelines

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Model Cover Page

# FORMULATION AND EVALUATION OF SUSTAINED RELEASE SYSTEMS OF THEOPHYLLINE



*Thesis submitted to JNTU Kakinada in partial fulfillment of the requirements  
for the award of the degree of*

**Master of Pharmacy  
in  
Pharmaceutics**

*By*

**A.V.S.S. SHALINI**

B.Pharm.

Regd. No. 14PK1S0301

*Under the esteemed guidance of*

**Dr. G.S.N. KOTESWARA RAO**

M.Pharm., Ph.D., MBA

Associate Professor



**Department of Pharmaceutics**

**VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES**

Mindivanipalem, Anandapuram Mandal, Visakhapatnam – 531173, A.P.

Affiliated to JNTUK and Approved by AICTE and PCI

[www.vnips.in](http://www.vnips.in)

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