

KINNAIRD COLLEGE FOR WOMEN



**GUIDELINES FOR SYNOPSIS AND
RESEARCH REPORT/
THESIS/DISSERTATION PREPARATION**

BA/BSC/MPHIL RESEARCH

KINNAIRD COLLEGE FOR WOMEN



TABLE OF CONTENTS

Sr No	Contents
1	Eligibility Criteria
2	Process of Selection of Supervisor
3	Process for Approval of Synopsis
4	Process for Checking Similarity Index
5	Process for Submitting and Evaluating M.Phil Theses/Dissertation
6	Process followed for Viva Voice
7	Flow Diagram - M.Phil Thesis
8	General Considerations for the preparations of Manuscripts
9	Components of Synopsis
	Title Page of Synopsis (Sample)
10	Guidelines for a BA/BSc Research Report/Master in Philosophy Degree Thesis/ Dissertation <ul style="list-style-type: none">i. Length of dissertation and Contentii. Components of a dissertationiii. Cover / Title Page Formativ. Inner /Sub-Title Pagev. Research Approval Certificatevi. Research completion certificate from the supervisorvii. Plagiarism Certificate by Supervisor
11	Dissertation Approval (Sample)
12	Research completion certificate (Sample)
13	Anti-Plagiarism Declaration (Sample)
14	Guidelines for writing Acknowledgments, abstract, TOC and remaining chapters
15	Guidelines for reference writing
16	Performa for Selection of Supervisor/ Specialization
17	Topic Approval Form
18	Synopsis Defense Performa

KINNAIRD COLLEGE FOR WOMEN



ELIGIBILITY CRITERIA

Students should maintain CGPA 3.0 in their MPhil course work (at completion of 24 credit hours) to be eligible for research thesis. MPhil research is not offered to the students (officially/ unofficially) until they complete 24 credit hours course work with CGPA 3.0 or above.

PROCESS OF SELECTION OF SUPERVISOR

Students are asked for their three preferences regarding specialization by Head of Department on prescribed Performa. Head of Department conduct a meeting with department faculty members and discuss about preferences by students. Department tries to accommodate students' request regarding selection of the specialization and allocate suitable supervisors to the students. Departments ensure that each student meets the eligibility criteria before allocation of research as per College and HEC guidelines. Department and allocated supervisors should also follow the HEC guidelines regarding supervision of MPhil students.

PROCESS FOR APPROVAL OF SYNOPSIS

After the allocation of supervisor, student work for the selection of topic in consultation with allocated supervisor. Some pilot work is also required to be done by students. After approval of synopsis by supervisor, student submit three hard copies of the synopsis (duly signed by student and supervisor) to the Head of the Department. Office of Research will conduct synopsis defense twice a year i.e., in January and in June/July of every year. Head of Department forward list of all students of the department eligible to appear for synopsis defense to Office of Research when asked and students have to appear in front of synopsis defense committee comprised of Head of department, two internal examiners and supervisor to defend her topic. After approval from synopsis defense committee all synopsis are presented to Board of Advanced studies and Research for formal approval. Minimum time between synopsis and thesis defense should not be less than 5-6 months.

PROCESS FOR CHECKING SIMILARITY INDEX

All Thesis/ Research Reports are to be submitted to the Office of Research for Plagiarism/ Similarity Index Check. There is provision of only three attempts (First Submission + Two Attempts) for bringing the work within HEC's prescribed limit of

KINNAIRD COLLEGE FOR WOMEN



below 19% similarity index. Failing to do so will result in either the case being forwarded to the Plagiarism Standing Committee or delay of thesis / Research Report defense for six months. In case of re-defense of theses, it will be processed through Turnitin again at the time of resubmission. The revised copy will be sent to the office of research for Turnitin Originality report.

PROCESS FOR SUBMITTING AND EVALUATING M.PHIL THESES/DISSERTATION

Once the student has achieved the similarity index according to HEC prescribed limit, she submit three duly signed hard copies to the Head of Department. Department forward the list of all students who are eligible to appear in MPhil theses defense to Office of Research on prescribed dates. Head of Department should ensure that thesis are submitted in tape or spiral binding to the Office of Research and should be strictly formatted according to the guidelines provided.

Office of Research appoint the external and internal examiner against each received thesis and the copies of thesis are sent to external examiner (specialized field) and internal examiner for evaluation. Two to three week time is given to each examiner to evaluate the thesis. Research defense date is communicated to Heads of departments by the Office of Research and is also uploaded on website.

PROCESS FOLLOWED FOR VIVA VOICE

On defense day students are required to report in their allocated rooms at least 30 minutes before defense. Student present her work first (multimedia presentation) followed by Question/Answer session in front of a panel of Defense Committee Members consist of External Examiner, Internal Examiner and Head of Department. The Defense Committee members evaluate and provide their comments on provided Performa. Along with other comments committee give any one of these three recommendations

- Accept in its present form
- Revision Required
- Reject

Accept in its present form

Students whose thesis are accepted in their present form are given a timeline of one week to submit their black bound copies.

KINNAIRD COLLEGE FOR WOMEN



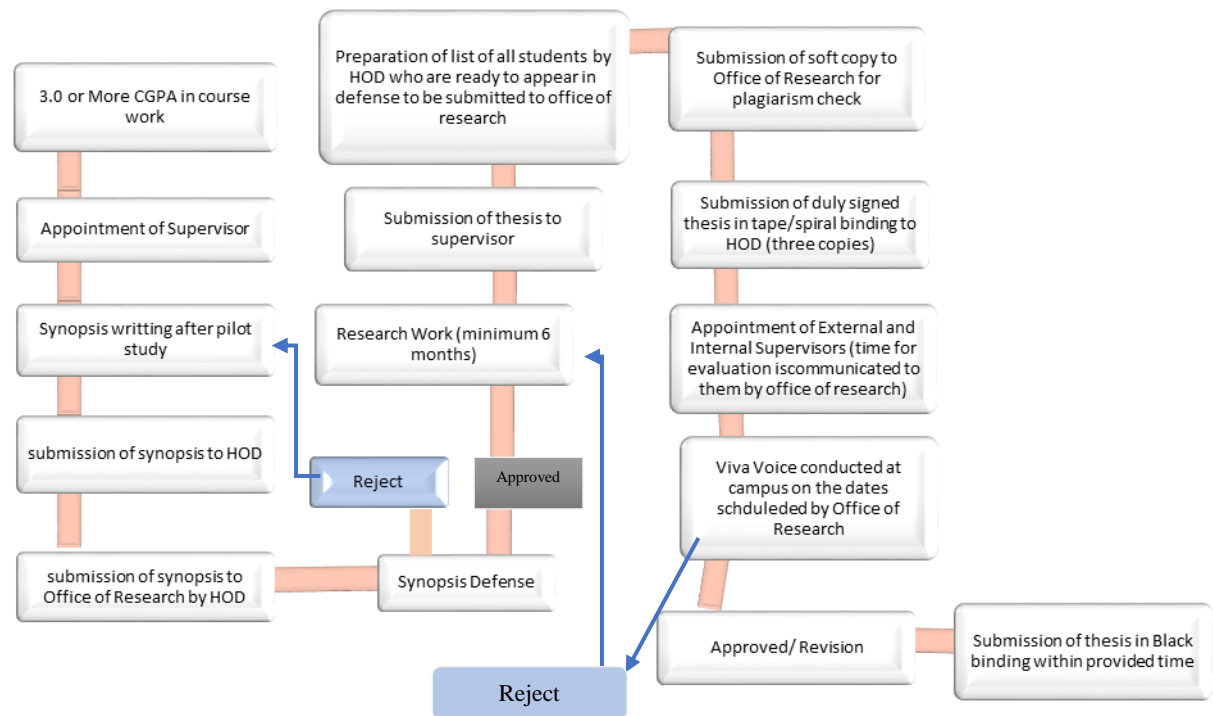
Accept after Revision

Students who receive the comment i.e., revision required are given a time of three weeks to incorporate all corrections and to submit black bound. Their revised copy should include a certificate duly signed by Supervisor and Head of department stating that all changes suggested by examiners during defense are incorporated.

Reject

Students whose thesis are rejected by defense committee are required to re-appear in next defense organized by Office of Research following all above stated procedure.

FLOW DIAGRAM - MPHIL THESIS



KINNAIRD COLLEGE FOR WOMEN



Research Report/Thesis/ Dissertation at BS and MPhil level

This document includes a comprehensive overview about general consideration and standard protocols/procedures that are to be followed while writing the Research Report/Thesis/ Dissertation at BS and MPhil level.

Guidelines relate to the layout which refers to the 'look' of a page and concerns such matters as margins, font and line spacing and style capitalization, use of abbreviations, punctuation and referencing systems. These are things with which students often have difficulties and questions while writing their thesis/ dissertation.

The guide has been prepared with an objective to ensure uniformity in the overall appearance of the Kinnaird College BS Research Report or MPhil thesis / dissertation.

General Consideration for the Preparation of the Manuscript

- Each section is separate and has relevant contents
- Writing style is clear with no typographical error/spelling mistake.
- Page (A4 size) Margins should be 4 x 4 cm for left & bottom, and 3 x 3 cm for right and top margins on all sides of each page.
- Manuscript should be typed (12 pt) on one side of each page with 1.5 line spacing and pagination done at the bottom center of each page.
- **Size of Paper:**
A4 Size Paper
- **Font Size and Style:**

Font Style:	Times New Roman
Title Page:	18-22
Headings i.e, Chapter Name and Number etc:	14-16 (All caps; Bold)
Headings within Text:	12 (Bold)
Text:	12
Footnotes:	10
- Abstract should contain at least 250 words and a maximum of 500 words

KINNAIRD COLLEGE FOR WOMEN



COMPONENTS OF A SYNOPSIS

After completion of other mandatory requirements necessary before the start of BS/MPhil research work, a tape bound synopsis covering following components is required to be submitted by every MPhil candidate.

The following components should be provided in a synopsis. The details may, however, vary according to the field of study.

1. TITLE PAGE
2. LIST OF ABBREVIATIONS (IF ANY)
3. LIST OF TABLES
4. LIST OF FIGURES
5. TABLE OF CONTENTS
6. CHAPTER I
INTRODUCTION
7. RATIONALE HYPOTHESIS/RESEARCH QUESTIONS DISSERTATION
8. AIMS AND OBJECTIVES OF THE STUDY
9. CHAPTER II
LITERATURE REVIEW
10. CHAPTER III
RESEARCH DESIGN/ EXPERIMENTAL WORK / MATERIALS AND
METHODS
11. REFERENCES

Note:

For further detail/s guidelines /contents, candidate may refer to relevant components of thesis/ dissertation mentioned in the following sections. Copy of synopsis evaluation form should be attached before list of abbreviations in synopsis after synopsis defense and that copy of synopsis should be kept by department for their record.

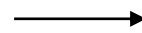
KINNAIRD COLLEGE FOR WOMEN



Title Page of Synopsis

TITLE OF RESEARCH PROPOSAL

PROGRAM



i.e., BA/BSc
or
MPhil



**STUDENT'S NAME
REGISTRATION NUMBER**

SUPERVISOR NAME

**DEPARTMENT NAME
KINNAIRD COLLEGE FOR WOMEN,
LAHORE, PAKISTAN**

DATE OF SUBMISSION

KINNAIRD COLLEGE FOR WOMEN



KINNAIRD COLLEGE FOR WOMEN, LAHORE

GUIDELINES FOR BA/BSC RESEARCH REPORT/ MASTER IN PHILOSOPHY THESIS/ DISSERTATION

The research dissertation is considered to be one of the most important components of the postgraduate programs which not only reflects the efforts made by any individual student but it also portrays the picture of efforts made at institution level. As dissertation is considered to be a professional contribution, it is, therefore, considered vital that not only the technical quality of dissertation should be maintained but its style and formatting should look same for an institution.

This comprehensive guide has been prepared with an objective to overcome this problem. After following the specification mentioned inside, Kinnaird College dissertation, although having different technical contents, will look similar in term of style and formatting.

Broadly these guidelines specify the components of a dissertation, basic considerations of style, formatting the dissertation and use of computers and file management.

Length of dissertation and Content

Mostly students relate the quality of a dissertation to its length which is not always correct. A more concisely written research report/ thesis/ dissertation can be better in quality than a loosely worded bulky document.

Components of a dissertation

After meeting other mandatory requirements and completion of MPhil research work candidate will submit her MPhil dissertation. Student is supposed to cover following components in the dissertation. Minor variations are acceptable in these components according to discipline/ department's requirement.

- **Cover/ Title Page Format**

Title page should contain a self- descriptive title reflecting the research done.

The title pages of the dissertation cover the following items:

- Title of thesis/ dissertation written in ALL CAPS
- College Logo
- Name of Student
- Session
- Name of Institution and Department
- Year

KINNAIRD COLLEGE FOR WOMEN



- Spine of the thesis/ dissertation should display “MPhil Major” on top along the length of spine, candidate’s name in the middle along the length of spine, and year of submission at the bottom along the length of thesis. It should be in capital letters with 16 fonts bold.

KINNAIRD COLLEGE FOR WOMEN



Title Page Format

RESEARCH TITLE



STUDENT'S NAME

**DEPARTMENT NAME
KINNAIRD COLLEGE FOR WOMEN,
LAHORE, PAKISTAN
YEAR**

KINNAIRD COLLEGE FOR WOMEN



MPHIL MAJOR	STUDENT NAME	YEAR
--------------------	---------------------	-------------

KINNAIRD COLLEGE FOR WOMEN



Inner /Sub-Title Page

It should contain a self- descriptive title reflecting the research done, Statement (mentioned in sample), degree name, Student's name, department and Institute's name (14 font) with Roman numbering of pages. This page should be numbered as "i". (*spacing may vary)

RESEARCH TITLE

(2 Single Blank Spaces)



(8 Single Blank Spaces)

**A THESIS/ DISSERTATION SUBMITTED TO
KINNAIRD COLLEGE FOR WOMEN
IN FULFILLMENT OF THE REQUIREMENTS
FOR THE DEGREE OF**

(2 Single Blank Spaces)

**MASTER OF PHILOSOPHY
IN**

(2 Single Blank Spaces)

By

(3 Single Blank Spaces)

STUDENT NAME

(6 Single Blank Spaces)

**DEPARTMENT OF ENVIRONMENTAL SCIENCE
KINNAIRD COLLEGE FOR WOMEN, LAHORE
YEAR**

KINNAIRD COLLEGE FOR WOMEN



- **Research Approval Certificate**

This section includes the copy of research completion/approval certificate issued by the dissertation defense committee. The certificate should include the names, signatures of the committee along with other details to be decided by administration. This will be issued after research report/ thesis/dissertation defense, to be attached in final black bound research report/ thesis/ dissertation.

(Sample attached)

- **Research completion certificate from the supervisor**

All theses should include a certificate duly signed by the supervisor(s) to the effect that the research work is original and has not been submitted in partial/complete fulfillment of the award of any other degree from any other institution. Sample format as follows

(Sample attached)

- **Plagiarism Certificate by Supervisor**

(Sample attached)

Important Note:

In case of BA/BSc Research report word “BA/BSc Research report Research Report” will be used instead of “MPhil Thesis/Dissertation”.

KINNAIRD COLLEGE FOR WOMEN



DISSERTATION APPROVAL KINNAIRD COLLEGE FOR WOMEN



Date:

I hereby recommend that the dissertation prepared under my supervision by

Name of Candidate

Registration No:

Entitled

Title: "Research report/ Thesis/ dissertation Title"

be accepted in partial fulfillment of the requirements for the degree of

**MASTER OF PHILOSOPHY (MPhil)
IN
ENVIRONMENTAL SCIENCES**

In Charge of Dissertation

Head of Department

Recommendation concurred in

1. _____
2. _____
3. _____
4. _____

**Committee
for the
Final Examination**

(SAMPLE)

KINNAIRD COLLEGE FOR WOMEN



RESEARCH COMPLETION CERTIFICATE

It is certified that Ms. Maryam Khalid of MPhil (session 2014 – 2016), Department of Environmental Sciences has carried out research work entitled **“Occurrence and risk assessment of metals and pesticides residues in honey from the major honey producing forest belts of Pakistan”** under my supervision.

It is assured that research work is original and has not yet been published anywhere else.

Signatures of Supervisor

Dated

Designation

Signatures

Head of Department

KINNAIRD COLLEGE FOR WOMEN



(SAMPLE)

ANTI-PLAGIARISM DECLARATION

I/we certify that this is my/our own research work. The work has not, in whole or in part, been presented elsewhere for assessment. Where material has been used from other sources, it has been properly acknowledged. The similarity index of the research report is _____. If this statement is untrue and I am found guilty of plagiarism, the punitive actions against me should be taken as per Kinnaird Anti Plagiarism Policy.

Name/s of the student/s

Registration No:

Program:

Signature:

Signature of Supervisor:

Signature of HOD:

KINNAIRD COLLEGE FOR WOMEN



- **Acknowledgments**

This section is open for the author to decide the contents. It is, however, suggested that excessive dedications should be avoided. In this part the researcher pays the gratitude to her/his Institute, Principal, Vice-Principal, Dean Postgraduate Department, Director Research, supervisor, co-supervisor, colleagues, every person who facilitates her in research and last but not least to funding agency if any.

- **Abstract**

This section is a summary of the research report/ thesis/dissertation which is developed with an objective to give the reader a quick overview of the problem, thesis/dissertation objectives, methodology, and the findings. The abstract should not exceed 200- 500 words. The abstract should be accommodated on one page.

Abstract should

- (a) State the background, objective and scope of study
- (b) Describe the methodology used
- (c) Summarize the results
- (d) Justify the conclusion

- **Table of Contents**

This page should start with the heading of the research report/ thesis/dissertation in the first line and then heading “Table of Contents” in the second line. These headings should be center aligned. The headings should not proceed beyond the third level sub-section headings.

Only following headings should be made bold:

- Title of research report/ Thesis/dissertation
- Heading “Table of Contents”
- Chapter Number and Name
- Page Numbers
- Font size 12

Use following cases for the headings of the sections and sub-sections:

KINNAIRD COLLEGE FOR WOMEN



2.5	Composting	14	
	2.5.1	Historical review of composting	14
	2.5.2	Composting as recycling and reuse technique	15
	2.5.3	Application of compost	16
	2.5.4	Pre-requisites for composting	16
	2.5.5	Microbial inoculants	17
	2.5.6	Environmental aspects	18
	2.5.7	Composting process	19

KINNAIRD COLLEGE FOR WOMEN



- **Lists of Abbreviations, Figures and Tables**

These lists should match the format and style of the Table of Contents. Number these pages in Roman in continuity with Table of Contents. The Sample of these lists is shown below:

List of Figures		
} (1 Single Blank Space)		
Figure	Title	Page
} (1 Single Blank Space)		
2.1	Triangle based Interrelationship leading to sustainability	10
2.2	Effect of population increase on MSW generation	12
2.3	Effect of per capita income increase on MSW generation	13
2.4	Possible alliances in urban solid waste management	15
2.5	Waste recycling in developing countries	18
2.6	Solid waste processing through composting	20
2.7	Changes in Soil Erosion due to Compost Application	22

List of Tables		
} (1 Single Blank Space)		
Table	Title	Page
} (1 Single Blank Space)		
3.1	Sampling type and sample size calculation	35
3.2	Summary of interviews conducted	45
4.1	Air pollution measurements recorded by EPD air monitoring unit at various busy centres of Lahore	55
4.2	Population in six towns of Lahore	56
4.3	Household size 1981 and 1998	57
4.4	Landuse in Lahore	58

List of Abbreviations	
} (1 Single Blank Space)	
ADO	Assistant District Officer
BOD	Biochemical Oxygen Demand
C/N	Carbon to Nitrogen ratio
DO	Dissolved Oxygen
DHS	Defense Housing Authority
EPA	Environmental Protection Agency

KINNAIRD COLLEGE FOR WOMEN



- **Chapter Titles and Section Headings**

Indicative chapter headings are given below:

- Introduction
- Literature Review
- Methodology/Materials and Methods
- Results and Discussion (may be combined or separate)
- Conclusion
- Recommendations (where applicable)
- Limitations (where applicable)
- References/Bibliography
- Appendices

CHAPTER I(center aligned, capital letters in 16 font and bold)

INTRODUCTION (center aligned, capital letters in 16 font and bold)

(Headings in 14 font and bold. subheadings in 12 font & bold, text in 12 font)

Important points regarding Introduction

(a) The purpose (s) of study is / are clearly stated

(b) It is relevant to the study and referencing is done according to

Vancouver/Harvard/APA style, with reference number starting from introduction and written continuously up till the end of the manuscript.

RATIONALE (center aligned, capital letters in 16 font and bold)

HYPOTHESIS/RESEARCH QUESTIONS/ DISSERTATION(center aligned, capital letters in 16 font and bold)

OBJECTIVES OF THE STUDY (center aligned, capital letters in 16 font and bold)

CHAPTER II(center aligned, capital letters in 16 font and bold)

LITERATURE REVIEW (center aligned, capital letters in 16 font and bold)

(a) *Plagiarism should be avoided*

(b) *Should be written in the student's own words*

(c) *Should not be copied from books / journal(s)*

(d) *Citation of (last ten years) major / important studies on the topic should be given.*

(e) *Local studies should also be cited, (if available)*

(f) *Can be thematic / chronological*

(g) *Material from other sources should be properly cited/acknowledged.*

KINNAIRD COLLEGE FOR WOMEN



CHAPTER III(center aligned, capital letters in 16 font and bold)

MATERIALS AND METHODS (center aligned, capital letters in 16 font and bold)

For Social Sciences

- *Data collection and methodologies and any other tools of data collection*
- *Data collection procedure is clearly described*
- *Questionnaires / Interviews*
- *The research design / procedure is described in detail*
- *The selected variables are clearly described*
- *Measuring instrument(s) is/ are clearly described*
- *The population of interest, the subjects (sample) and the sampling procedures are clearly defined*
- *Setting, in which study took place, is described*

For Sciences

- *Apparatus / equipment used in the study with manufacturer's name*
- *Chemicals / materials/ samples*
- *Data collection and Methodologies and any other tools of data collection*
- *Data collection procedure is clearly described*
- *Experimental Materials and Methods*
- *Preparation of reagents*
- *Procedures/ methods employed*

CHAPTER IV (center aligned, capital letters in 16 font and bold)

RESULTS (center aligned, capital letters in 16 font and bold)

- *Duly supported by data*
- *Contains actual results only (it should not contain opinion or discussion)*
- *Tables, figures and diagrams etc. are properly captioned and numbered*
- *Numbering of tables, figures should correlate with every chapter*
- *Tables are to be captioned at the top and figures at the bottom respectively*
- *Appropriate legends of parameters are included in tables and figures*
- *Separate page is used for each table /illustration/figure/picture*

KINNAIRD COLLEGE FOR WOMEN



CHAPTER V

DISCUSSION (center aligned, capital letters in 16 font and bold)

- *Covers all the debatable aspects of study*
- *Latest references are included*
- *Current and past findings are brought together*
- *Findings are fully explained and justified*
- *Comparison, agreement or disagreement with literature is given*

CONCLUSION

(a) Should commensurate with the study

(b) Discussion should not be repeated

LIMITATION, if any (center aligned, capital letters in 16 font and bold)

RECOMMENDATIONS (center aligned, capital letters in 16 font and bold)

REFERENCES (center aligned, capital letters in 16 font and bold)

(a) Cited as specified in the given format i.e. serially numbered in the order of citation and listed accordingly in the list of references or done alphabetically

(b) Uniformity in style should be respected

APPENDIX / ANNEXURES

KINNAIRD COLLEGE FOR WOMEN



GUIDELINES FOR REFERENCE WRITING

- Can follow any method i.e. Harvard, APA or Vancouver
- Should correspond with the text referencing
- Serially numbered (Vancouver) or listed alphabetically (Harvard) with uniformity in style maintained, at the end of the manuscript

Examples for Vancouver/ Harvard/APA Style of Referencing

In Text

- The references for Vancouver and Harvard style should be placed between square brackets in the **text**.

e.g. **Vancouver style** [16]

[16, 17]

[16-20]

e.g. **Harvard / APA style:** (surname of the author(s), year of publication)

[Sekran,2004]

[Sekranet *al.*, 2004]

List of References at the End of the Manuscript

[Please see Annexures I and II for more details]

For Books / Encyclopedias

Vancouver Style

Consecutive numerical numbering is done

- Author's Surname, Author's Initials. Title of the Book. Title of Chapter, edition, Publisher's name and address,
- Volume (if any and in **bold**) pages (year)
- If more than one author, separate the authors by a semicolon.
- If the book is edited, write (Ed(s)) after editors name (s)
- If unpublished manuscript has to be cited then write "unpublished manuscript" after the title of the book.

Harvard / APA style

In Alphabetical Order

KINNAIRD COLLEGE FOR WOMEN



- Author's Surname, Author's Initials (year) Title of the Book, Title of Chapter, edition, address: name of publisher,
- Volume (if any and in **bold**) pages
- If more than one author, separate the authors by a semicolon.
- If the book is edited, write (Eds) after authors name
- If unpublished manuscript has to be cited then write "unpublished manuscript" after the title of the book.

For Journals

Vancouver Style

- Author's Surname, Author's Initial. Title of the Research Paper. Name of Journal in *italics*, volume (issue no.), pages (year).
- If more than one author all authors are to be mentioned with a semicolon separating each author

Harvard / APA style

- Author's Surname, Author's Initial, (year) Title of the Research Paper, Name of Journal in *italics*, volume (no.), pages
- If more than one author all authors are to be mentioned with a semicolon separating each author

For Newspapers

- Similar pattern is followed as for books in both Vancouver and Harvard styles

For Film

- Name of the producer (Producer), name of the director (Director). Title of the film in *italics* (Film). Address: Publisher (year)

For Cassette Recording

- Name of the speaker (Speaker); Title of Discussion in *italics* (Cassette Recording). Address: Source (year)

For Electronic Sources

KINNAIRD COLLEGE FOR WOMEN



- Author's Surname, Authors Initials, Title of the Topic, Website (Year), Retrieved on date (e.g. 11th March 2009)
- If Authors name not given then give the title of topic, complete website retrieved on (date).

For TV Interviews

- Name of participants starting with Surname, Initials, Name of the Programmer, TV Channel, Date (Year)

For Internet

- Author's Surname, Authors Initials, Title of the Topic, (Year) Website, Retrieved on Date
- If Authors name is not given then give the title of topic, complete website retrieved on date.

KINNAIRD COLLEGE FOR WOMEN



BS/MS/MPhil Specialization/Supervisor Selection Form

Name of Student	
Department	
Degree Program	
Session	
Registration No	
Credit Hours Completed	
CGPA	
Cell No	
Email ID	
Preferred Specialization Option 1: Option 2: Option 3:	Preferred Supervisor Option 1: Option 2: Option 3:
Tentative Topics Option 1: Option 2: Option 3:	
Signature	Date

KINNAIRD COLLEGE FOR WOMEN



BS/MS/MPhil Topic Approval Form

Name of Student	
Department	
Degree Program	
Session	
Registration No	
Credit Hours Completed	
CGPA	
Cell No	
Email ID	
Signature and Date	
Name of Supervisor	
Designation	
Contact No and Email ID	
Signature and Date	
Name of Co-Supervisor (if any)	
Designation	
Institution	
Contact No and Email ID	
Signature and Date	
Research Topic:	
Signature of HOD	Date

Students are required to submit this form to HOD immediately after allocation of topic. Synopsis cannot be processed for approval without this form.

KINNAIRD COLLEGE FOR WOMEN



Research Synopsis Evaluation Form

Student's Name: _____

Registration No: _____

Title of Research Dissertation: _____

Department: _____

Program: _____

Supervisor: _____

Level of Research:

1- Does the title of the research synopsis reflect its contents? Yes No

If "No", what title would you recommend?

2- Does the proposed table of contents provide sufficient coverage of the subject matter of the proposed research?

Yes No

If "No", what topic (s) should the author (s) add, delete or revise to improve dissertation contents? Please elaborate.

3. Is this a novel research study? Yes No

4. Has a similar research been published? Yes No

KINNAIRD COLLEGE FOR WOMEN



5. Are the scientific materials, notation, literature review, terminology, and methods presented in the synopsis of proposed research appropriate and the student is recommended to carry out the research.

Yes No

If "No", what are your recommendations?

6. How would you rank the clarity with which the author expresses her ideas in the synopsis?

Excellent Very Good Fair Poor

7. How would you rank the quality and scope of the overall presentation?

Excellent Very Good Fair Poor

Member Synopsis Committee

Member Synopsis Committee

Supervisor Dissertation

Head of Department

Note: All synopsis related forms should be bind with final copy of synopsis and departments are advised to keep proper record of all synopsis along with their evaluation forms.