



NAVIGATING THE THESIS WRITING PROCESS AND GUIDELINES FOR THE FORMAT OF THESIS

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ABSTRACT –

Writing a thesis is usually one of the main requirements for completing a Ph.D. In this paper we focus only on how to write the final Ph.D. thesis Step by step. Not only thesis writing is important but the guidelines for the general format of Final Ph.D. thesis is also important. The guide below covers the process you need to complete your thesis successfully.

KEYWORDS–

Thesis writing, Guidelines, Contents

INTRODUCTION –

1.Selecting a Topic-

The first step in the Ph.D. thesis writing comes about a topic you want to research.

2.Writing The Thesis-

After gathering necessary information, the next step is to accurately document it, which will guide your writing process. Your thesis should follow a similar structure to your proposal, now with the research findings incorporated.

A. Introduction-This section emphasizes the importance of clearly defining the purpose and significance of the research paper in the field of study. It also discusses the rationale behind choosing the specific topic for research, along with initial assumptions and expectations of the outcomes. Additionally, defining key terms used in the paper is crucial.

B. Review of Related Literature-This section requires citing relevant journal articles or studies to put your research in context and demonstrate how your thesis contributes to the field.

C. Research Methodology-This section of the paper outlines the methodology used in conducting the research, providing future researchers with insight into how the study was carried out. It includes information on research questions, setting, participants, data collection, and analysis processes. This helps others assess the validity of the research and allows for potential replication or expansion of the study in the future.

D. Findings-The outcome of the study is presented in this section, utilizing research tools like quantitative or qualitative analysis. This section highlights the significance of the work and demonstrates the researcher's future academic potential.

E. Conclusion-This section describes what you discovered from your research, its relevance to the field, and possible future areas of research that will emerge from it. This is considered a summary of your work, so it is important to communicate how the results of your research can impact the academic community.

F. Bibliography-This is a list or collection of all the resources you used to write your paper. A bibliography is often written in a specific format.

3. Editing and Proofreading-The last step before returning the paper is proofreading to make sure there are no grammatical or typographical errors. Academic institutions also have different format guidelines for how a manuscript should be submitted for final approval and preservation.

Step by step thesis writing -

1. Title
2. Copyright
3. Certificates
4. Declaration
5. Acknowledgement
6. Abstract

7. Contents
8. List of tables
9. List of Figures
10. Abbreviation.

Chapter One-Conceptual framework Or Introduction

- 1.1.0 Introduction
- 1.2.0 Emergence and justification of the problem
- 1.3.0 Statement of the problem
- 1.4.0 Definition of the term used in the study.
- 1.5.0 Objectives of the study
- 1.6.0 Hypothesis of the study
- 1.7.0 The limitation of the study
- 1.8.0 Methodology of this study
 - 1.8.1 Variable in the study
 - 1.8.2 Method of the study
 - 1.8.3 Design of the study
 - 1.8.4 Sample Selection
 - 1.8.5 Statistical techniques employed.
 - 1.8.5.1 Descriptive statistics
 - 1.8.5.2 Inferential statistics
 - 1.8.5.3 Graphical representation
 - 1.8.6 Tools and technique employed in the study.
 - 1.8.7 Structural design of the study
- 1.9.0 Educational implication and significance of the study

Chapter 2-Review of related literature

- 2.0.0 Introduction
- 2.1.0 Sources of review of related literature
- 2.2.0 Significance of the Review of related literature
- 2.3.0 Process of literature review
- 2.4.0 The Review of Related literature
 - 2.4.1 Studies related to variable.
 - 2.4.1.1 Studies related to variable at international level.
 - 2.4.1.2 Studies related to variable at the national level.
- 2.5.0 Overview of the Review of literature

Chapter 3-Material and Method

- 3.0.0 Introduction
- 3.1.0 Method of the study
- 3.2.0 Research design
- 3.3.0 Sampling
- 3.4.0 Experimental procedure
- 3.5.0 Tools and technique employed in this study.
- 3.6.0 Statistical technique employed.
- 3.7.0 Overview of the chapter

Chapter 4- Result and Discussion Or Analysis and interpretation of the data

- 4.0.0 Introduction
- 4.1.0 Prerequisite of data analysis
- 4.2.0 Data analysis
 - 4.2.1 Demographic information of the sample
 - 4.2.2. Objective wise analysis
- 4.3.0 Overview of the chapter

Chapter 5-Conclusion and future work Or Finding, Conclusion and suggestion.

- 5.0.0 Introduction
- 5.1.0 Finding of this study.
- 5.2.0 Conclusion of the study
- 5.3.0 Limitation of the study
- 5.4.0 Educational implication of this study.
- 5.5.0 Suggestion for future researcher
- 5.6.0 Overview of the chapter

Bibliography-**References-****GENERAL FORMAT AND LAYOUT-**

1. **Page format-** Use standard A4 size and set margins (left margin of 1.5” and top, bottom and right margin of 1”). Remember that the thesis will be printed and bound.
2. **Text size and line spacing-** The text must be 11 or 12 points long and 1.5 lines. Footnotes must be in 10-point characters and single lines. Text and footnotes must be justified.
3. **Font-** Choose a frequently used font that offers a full character set, such as New Times Roman.
4. **Tables & pictures-**Add tables, charts and other images directly where they appear in the text. If you need to send color images, contact the administrator of the organizer. An assistant Tables should always be on one page: never split a table on different pages. Use bold, punctuation, or dashes in graphic images.
5. **Pagination-**The text must have page numbers throughout (including notes, bibliographies, appendices). Blank pages are added as needed to accommodate new chapters, sections, bibliographies, etc. Page numbering in the title, table of contents, and acknowledgments is usually in Roman numerals.
6. **Cover-pages-**Name sheets must be prepared according to the regulations of the institute using a special template.
7. **Thesis abstract-**Add a summary of the thesis (maximum 300 words) after the section “Researcher’s statement with written work” and before the table of contents.
8. **Table of contents-**Use capital letters, accents, or indentation to separate large and small numbers. Page numbers must always be the same size.
9. **Acknowledgements-**Acknowledgments follow the table of contents. You may want to read before writing your thanks.

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