

# INSTRUCTIONS FOR DISSERTATION

## Page and Text Requirements

### Page Size

8½ x 11 inches / A4 paper.

### Margins

At least 1 inch for all margins

### Spacing

Body of text: double spacing

Block quotations, footnotes, and bibliographies: single spacing within each entry but double spacing between each entry

### Fonts and Point Size

Use 10-12 point size.

Recommended fonts and their size is given in table 1.

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Table 1: Recommended fonts and their size

| Font                 | Point size |
|----------------------|------------|
| Arial                | 10 pt      |
| Century              | 11 pt      |
| Courier New          | 10 pt      |
| Garamond             | 12 pt      |
| Georgia              | 11 pt      |
| Lucida Bright        | 10 pt      |
| Microsoft Sans Serif | 10 pt      |
| Tahoma               | 10 pt      |
| Times New Roman      | 12 pt      |
| Trebuchet MS         | 10 pt      |
| Verdana              | 10 pt      |

### **Body of Text, Tables, Figures, and Captions**

The font used in the body of the text must also be used in headers, page numbers, and footnotes. Exceptions are made only for tables and figures created with different software and inserted into the document.

#### **Tables and figures**

Tables and figures must be placed as close as possible to their first mention in the text. They may be placed on a page with no text above or below, or they may be placed directly into the text. If a table or a figure is alone on a page (with no narrative), it should be centered within the margins on the page. Tables may take up more than one page as long as they obey all rules about margins. Tables and figures referred to in the text may not be placed at the end of the chapter or at the end of the dissertation.

Figure and table numbering must be continuous throughout the dissertation or by chapter (e.g., 1.1, 1.2, 2.1, 2.2, etc.). Two figures or tables cannot be designated with the same number. If you have repeating images that you need to cite more than once, label them with their number and A, B, etc.

Headings should be placed at the top of tables. While no specific rules for the format of table headings and figure captions are required, a consistent format must be used throughout the dissertation (contact your department for style manuals appropriate to the

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field).

Captions should appear at the bottom of any figures. If the figure takes up the entire page, the caption should be placed alone on the preceding page, centered vertically and horizontally within the margins.

### **Bibliography**

For bibliography APA/Chicago/MLA/IEEE or any other suitable style specified for Science/Arts/Literature may be used as per the directions of the department. The sample file uses APA style.

# TITLE OF THE DISSERTATION

*A Dissertation Submitted to*

**SACRED HEART COLLEGE (AUTONOMOUS)**

**THEVARA, KOCHI 682 013**

*In partial fulfillment of the requirement for the award of the Degree of*

**MASTER OF ARTS IN ECONOMICS**

**Name of the Student**

**Reg. No: 19UECO1234**

*Under the Guidance of*

**Name of the Supervisor**

Assistant Professor

Department of Economics



MONTH, YEAR

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SH College

**Plagiarism Certificate**

SFH College

## DECLARATION

I hereby declare that the project entitled “TITLE OF THE DISSERTATION” is a bonafide work done by me, under the supervision of Name of the Supervisor, Dessignation, Department of Subject, Sacred Heart College, Thevara, in partial fulfillment of the requirement for the award of the degree of M.A/M.Sc Subject. I also affirm that this work has not been submitted before for the award of any degree or diploma elsewhere

Place: Ernakulam

Date:

NAME OF THE STUDENT

REG. NO.

## CERTIFICATE

This is to certify that the dissertation titled “TITLE OF DISSERTATION” is a record of original work done by Name of the student (Reg. No. PSUB0000), under my supervision in partial fulfillment of the requirement for the award of the degree of Master of Arts/science in \_\_\_\_\_ from Mahatma Gandhi University, Kottayam for the academic year 202\_- 202\_. The research work has not previously formed the basis for the award of any degree or any work on the part of the candidate.

Signature of the Guide:

Name of the Guide :

Signature of Head of the Department:

Name of Head of the Department :



## **ACKNOWLEDGEMENT**

Write an acknowledgement for maximum of one page. The candidate should convey his appreciation to all whom have played a role for completion of his Project work. The supervisor, supervisor, head of the department, faculty members, lab mates etc may be acknowledged. Any controversial statement or non-academic/abused sentiments are not allowed to write in this page. At the end scholar should put his signature.

## **ABSTRACT**

Provide abstract if need be.

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## List of Abbreviations

ASAP As Soon As Possible

MA Master of Arts

MSc Master of Science

SH College



text.This is the main text.

Table 1.1: The title of the table

| Variables  | Categories | Unit | Rep | Mean      | St. Dev. | Min       | Max       |
|------------|------------|------|-----|-----------|----------|-----------|-----------|
| Variable 1 | Category A | \$   | 8   | 0         | 0        | 0         | 0         |
|            | Category B | lb   | 8   | 22,411.20 | 6,325.90 | 13,819    | 31,201    |
|            | Category C | \$   | 8   | 5,869.60  | 4,609.90 | -464.1    | 12,744.10 |
| Variable 2 | Category A | \$   | 8   | 1,777.40  | 144.5    | 1,642.30  | 1,912.60  |
|            | Category B | lb   | 8   | 21,444.80 | 5,146.90 | 15,096    | 28,032    |
|            | Category C | \$   | 8   | 4,138.50  | 2,644.10 | 22.2      | 7,932.70  |
| Variable 3 | Category A | \$   | 8   | 2,346.80  | 190.8    | 2,168.30  | 2,525.20  |
|            | Category B | lb   | 8   | 18,343.30 | 2,460.70 | 15,269.00 | 21,524.10 |
|            | Category C | \$   | 8   | 3,699.20  | 2,549.80 | 1,299.10  | 8,709.80  |
| Variable 4 | Category A | \$   | 8   | 2,288.80  | 186.1    | 2,114.80  | 2,462.90  |
|            | Category B | lb   | 8   | 23,450.40 | 4,172.50 | 20,045.00 | 32,363.00 |
|            | Category C | \$   | 8   | 6,619.80  | 1,918.40 | 4,479.70  | 10,633.90 |
|            | CASE #1    |      |     | 14        | 6.61     | 6.9       | 27.9      |
|            | CASE #2    |      |     | 22.8      | 7.73     | 10.2      | 31.4      |

Source: Give the source

### Subheading

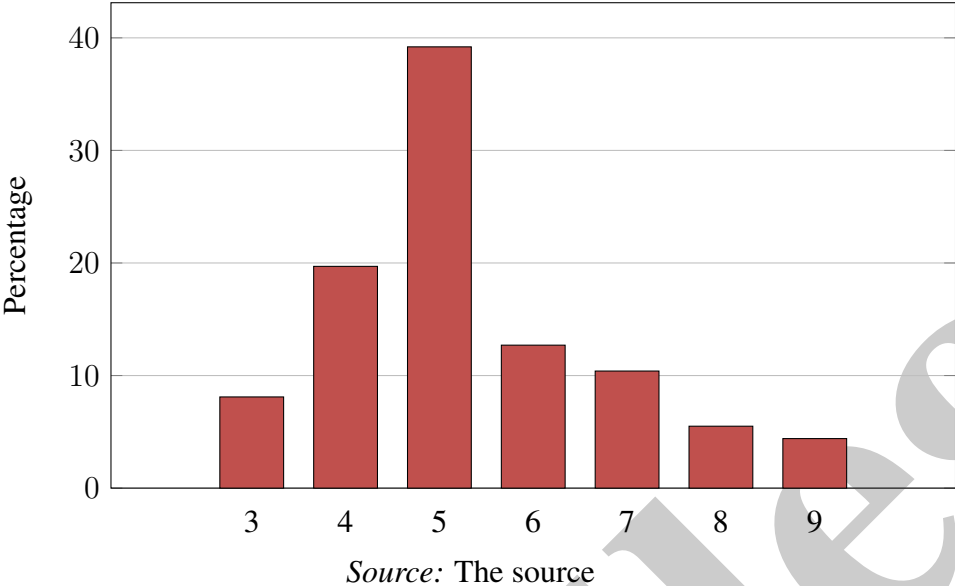
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**Figure 1.1: The title of figure**



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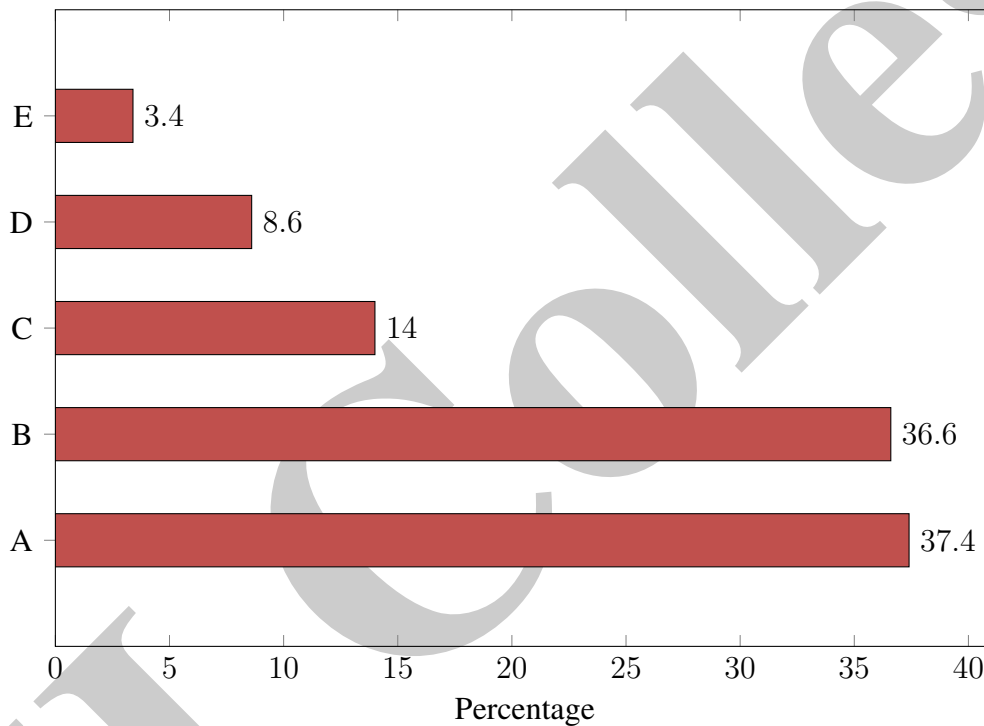
<sup>1</sup>Insert footnote where it is required.



text.This is the main text (Geradin, 1997).

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**Figure 2.1: Title of figure**



Source: Primary data, 2020.

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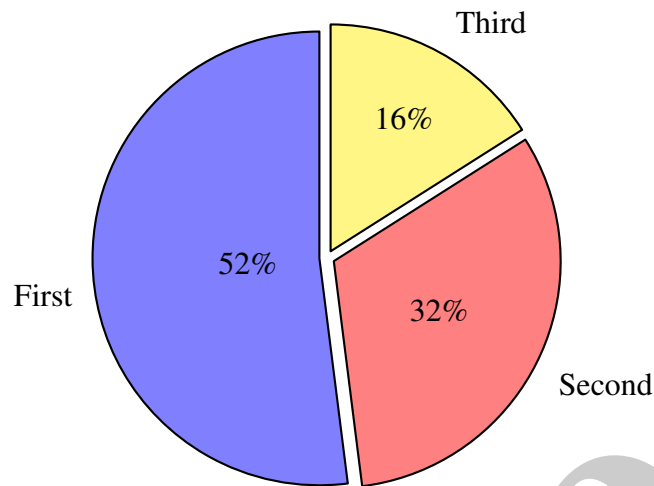
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<sup>1</sup>Insert footnote where it is required.



**Figure 3.1: Title of figure**



Source: Primary data, 2022

### 3.1.1 Subheading

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**Table 3.1: Title of table (in ₹)**

| State/Union Territory | Agriculture | Non-Agriculture | Construction |
|-----------------------|-------------|-----------------|--------------|
| Andhra Pradesh        | 301.3       | 290.5           | 324.0        |
| Assam                 | 252.2       | 263.6           | 307.2        |
| Bihar                 | 257.3       | 267.0           | 302.0        |
| Gujarat               | 208.4       | 233.7           | 268.6        |
| Haryana               | 391.8       | 376.3           | 408.0        |
| Himachal Pradesh      | 418.4       | 343.2           | 433.8        |
| Jammu & Kashmir       | 452.9       | 453.0           | 463.3        |
| Karnataka             | 291.8       | 264.0           | 341.3        |
| Kerala                | 700.7       | 670.1           | 839.1        |
| Madhya Pradesh        | 198.1       | 205.6           | 223.7        |
| Maharashtra           | 230.7       | 239.7           | 325.5        |
| Manipur               | -           | -               | 350.4        |
| Meghalaya             | 231.3       | 217.5           | 278.6        |
| Odisha                | 232.1       | 241.0           | 274.8        |
| Punjab                | 348.7       | 331.9           | 369.5        |
| Rajasthan             | 297.6       | 312.6           | 363.9        |
| Tamil Nadu            | 410.0       | 438.2           | 452.8        |
| Tripura               | 270.0       | 250.0           | 250.0        |
| Uttar Pradesh         | 257.7       | 271.6           | 299.0        |
| West Bengal           | 267.2       | 291.0           | 300.2        |
| All India             | 286.6       | 293.5           | 340.7        |

*Source:* Handbook of Statistics on Indian States 2019-20, Reserve Bank of India.

## 3.2 Figures

The figure environment is wrapped around images. These images should either be included as PDF-file via `\includegraphics`, or created via *TikZ/PGF*. For included images, make sure to use high-resolution images, preferably vector images.

Figures float, i.e., they do not necessarily appear at exact the same position you have defined them. Make sure to set a *caption* and an optional *label* as figure parameters.





## Bibliography

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## Questionnaire

Confidential

### Declaration

I hereby declare that the information collected will be kept strictly confidential and will be used for my research purpose only.

SI No:

Date: