

Dow University of Health & Sciences

General Guidelines on Format of

MPhil/MSAPT/MSN/MPH/MSPH/MSBE/MDS/MHPE/MSc/MD/MS/MBA/EMBA and Ph. D. Thesis/Project

- Except where otherwise it is not applicable, the thesis/project must be submitted in English. However, equations, quotations or formulas may be accepted in other languages.
- Each copy of the thesis/project must include a title page, giving title of the thesis/project, author's full name, degree(s), departmental affiliations, and Institution logo.
- Each copy of the thesis/project must include declaration, certificates from concern supervisor, clinical/co-supervisor(s), program director. If program director is one of the supervisors so candidate can use a single certificate.
- The acknowledgements should preferably be limited to one page only.
- Every research contains list of tables, figures, symbols, abbreviations, publications (if any).
- The maximum length of the abstract should not exceed 500 words with 3 to 10 key words.
- The word limit for MDS and PhD thesis is at least 12000 words (from Chapter 1 till Chapter 5 conclusion/recommendations) about (150 to 250) Letter size pages)
- The word limit for MS/MD/MPhil/MSAPT/MSN/MPH/MSPH/MSBE/MSc thesis (6 credit hours research) is at least 8000 words (from Chapter 1 till Chapter 5 conclusion/recommendations) containing (70 to 120) Letter size pages
- The word limit for MSAPT/MSN/MPH/MSPH/MSBE/MSc/MHPE/MBA/EMBA project (3 credit hours research) is at least 4000 words (from Chapter 1 till Chapter 5 conclusion/recommendations) containing (40 to 80) Letter size pages
- Font size for cover page should not be more than 18 pt., bold upper/lower case style is recommended.
- All the pages for abstract should be numbered in Roman and rest of the pages from introduction till appendices chapters in decimal system (1, 2, 3,..).
- All the pages should be numbered consequently (at the bottom right)
- Any readable font in size 12pt is acceptable, preferably Calibri, or Times New Roman. The main body of the thesis/project should be in 1.5 line spacing, except quotations which must be in single line space. Chapter headings and subheadings may be bolded and no more than 2 points larger (maximum 18 points) than the rest of the text.
- Headings and their subheadings must be numbered start with the respective chapter # (e.g. 3.1, 3.1.1)
- A left-hand margin of 1.5" and a right-hand margin of 1.0" should be given on edge of each page to allow an appropriate binding.
- Thesis/Project should be presented on Letter page size (on paper of more than 80 gm weight).
- The text in Declaration, Certificates, Abstract, Chapters till References must be justified.

- All the pages should be printed in portrait format. However, landscape orientation may be used for maps, figures, and tables, etc.
- The legends of the tables should be written on the top of the table, while figure legends at the bottom of the figure. Main tables or figures must be inserted within Chapters and supplementary tables/figures/materials can be added in the appendix. Every table/figure should be cited in the text and illustrations should be added before Tables or figure. Tables and Figures may be double numbered so that illustrations' numbers reflect their locations in the document (Table 4.2 is the second table in Chapter 4, etc.), (Figure 4.3 is the third figure in Chapter 4, or Figure A1 is the second figure in Appendix I).
- For references, students are required to follow Vancouver except MBA/EMBA students can follow Harvard style. **HOWEVER, THE REFERENCING STYLE SHOULD BE CONSISTENT IN THE RESEARCH AND IN THE REFERENCES/BIBLIOGRAPHY.**
- At the end after references, proforma/questionnaire, synopsis approval from all concern bodies should be attached. Turnitin digital receipt, similarity index report should be attached generated from the official account plagiarism@duhs.edu.pk.