**SREE CHAITANYA INSTITUTE OF PHARMACEUTICAL SCEIENCES KARIMNAGAR**

Guidelines to prepare M.Pharm Project documentation

**Font:**  1. Chapter names - 16 Times New Roman(TNR) (bold) all caps

 2. Headings - 14 TNR (bold) all caps

 3. Subheadings - 14 TNR (bold) Capitalize Each Word

 4. Sub-Subheadings - 12 TNR (bold) Capitalize Each Word

 5. Body of Project - 12 TNR

 6. Text in Diagrams - 12 TNR (all lower case)

 7. Diagrams/ Table headings/ Fig. Headings' - 12 TNR Sentence case

 8. If any text - 12 TNR Sentence case

 9. References - 12 TNR Sentence case

**Spacing :**

* 2 Line Spacing between heading and body text
* 1.5 line spacing in body text.
* New paragraph starts with a single tab.

**Margins :** Left **1.25"** Right **1.0"**

 Top **1.0"** Bottom **1.0"**

**Page numbers:**  Position: Bottom and Middle

 1. Front Pages: Small Roman numbers

 (Excluding Title page, Certificate pages, Acknowledgement page and Declaration page)

 2. Body pages 1, 2, 3…..

 3. Annexure 1, 2, 3……………

 (Separate for each Annexure)

 4. References 1, 2, 3……………

**Pages:** **Size:** **A4** paper **colour:** White

**Documentation:** Printed binding

**Binding Cover:** Dark blue cover with white colour letters (All specialisations)

 **Front pages:** Page Title page

 Page Certificate from the college.

 Page Declaration (by student)

 Page Certificate from lab (if any)

 Page Acknowledgement

 Page i Contents

 Page ii List of Abbreviations

 Page iii List of tables

 Page iv List of figures

 Page v Abstract

**References:** The references should be numbered serially in the order of their occurrence in the text and their numbers should be indicated within square brackets for e.g. [3].  The section on references should list them in serial order in the following format.

1. For textbooks - Sidney H Avner, Introduction to Physical Metallurgy, Tata McGraw-Hill, Second Edition, 1997.
2. For papers - M.T.Browne, M.T.Hillary, "Optimising the variables when deep drawing CRI cups", Journal of Material Process Technology, Vol. 136, 2003, pp 64-71.
* The **body or the text** of the reportshould have font size 12. The figures and tables must be numbered chapter wise for example:

Fig. 4.1. Buccal Cavity

Table 3.2. Physical characters of prepared patches

 SI units are to be used in the report.  Important equations must be numbered in decimal form for e.g.

 E **= mC2 …**.................................................................................................     **(2.4)**

 All equation numbers should be right justified.

* The project report should be brief and include descriptions of the work carried out by others only to the minimum extent necessary.  Verbatim reproduction of material available elsewhere should be strictly avoided.  Where short excerpts from published work are desired to be included, they should be within quotation marks appropriately referenced.

**CONTENTS**

**TITLE PAGE**

**CERTIFICATE (FROM COLLEGE)**

**DECLARATION (BY STUDENT)**

**CERTIFICATE FROM LAB (IF ANY)**

**ACKNOWLEDGEMENT**

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**LIST OF TABLES iii**

**LIST OF FIGURES iv**

**ABSTRACT v**

 **Page. Nos**

**Chapter-1 INTRODUCTION**

**Chapter-2 REVIEW OF LITERATURE**

**Chapter-3 AIMS & OBJECTIVES**

 **Chapter-4 EXPERIMENTAL SECTION**

* + - 1. **MATERIALS**
			2. **METHODS**

 **Chapter-5 RESULTS & DISCUSSIONS**

**Chapter -6 CONCLUSION**

 **Chapter-7 REFERENCES**

 **ANNEXURE**

**<< Title of the Thesis >>**

A Thesis Report Submitted to

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**

In partial fulfilment of the requirement

For the award of the degree of

**MASTER OF PHARMACY**

In

**DEPARTMENT OF PHARMACEUTICS**

By

<< **Name of the Student** >>

(HT.No: XXXXXX)

Under the guidance of

<< **Guide name**>>

<Designation>

**SREE CHAITANYA INSTITUTE OF PHARMACEUTICAL SCIENCES**

(Affiliated to JNTUH, HYDERABAD)

THIMMAPOOR, KARIMNAGAR, T.S-505 527.

20XX---20XX

**SREE CHAITANYA INSTITUTE OF PHARMACEUTICAL SCIENCES**

**KARIMNAGAR, T.S - 505 527**

**[**

**CERTIFICATE**

This is to certify that the thesis report entitled **“PROJECT TITLE”** is being submitted by << **Student name**>>bearing a Hall ticket no **<< HT.No>>** in partial fulfillment of the requirements for the award of the Degree of **Master of Pharmacy**, in the **Department of Pharmaceutics** to the **Sree Chaitanya Institute of Pharmaceutical Sciences**, Karimnagar.

**Guide**  **Head of the Department**

**XXXXXXXXXX XXXXXXXXXXX,**

Designation, Designation

Sree Chaitanya Institute of Sree Chaitanya Institute of

Pharmaceutical Sciences Pharmaceutical Sciences

**Principal** **Signature of External Examiner**

Sree Chaitanya Institute

Of Pharmaceutical Sciences

**DECLARATION**

I here by declare the work which is being presented in this dissertation entitles “ **thesis title**” submitted towards the partial fullfillmet of the requirements for the award of the degree of **Master of Pharmacy** in the **Department of Pharmaceutics**, at **Sree Chaitanya Institute of Pharmaceutical Sciences**, Karimnagar is an authentic record of my own work carried out under the supervision of **Guide Name, Designation**.

To the best of my knowledge and belief, this project bears no resemblance with any reports submitted to **Sree Chaitanya Institute of Pharmaceitcal Sciences**, or any other university for the award of any degree or diploma.

Date: Name of the Student

Place: Signature of the Student