



**Format-V**

**CONTENTS OF SYNOPSIS**

The proposed plan of research work should be prepared by including following contents and submitted in **FOUR COPIE** Sduly signed by Research Scholar, Research Supervisor and the Principal / Director / Head of the Research Center / Department:

1. Name and Address of the Research Scholar
2. Name of the Subject
3. Name of the Faculty
4. Name and Designation of the Research Supervisor
5. Name of the Research Centre /Department
6. Facilities Available at the Research Centre /Department
7. Title of the Proposed Research Work
8. Introduction of the Proposed Research Work
9. Literature Survey(*related to the Proposed Research Work*)
10. Objectives of the Proposed Research Work
11. Importance of the Proposed Research Work
12. Research Methodology
13. Tentative Chapter Wise Plan / Scheme / Details
14. Tentative Duration for Completion of the Proposed Research Work
15. Expected Contribution from the Proposed Research Work for the society.
16. References

Date:

**Signature of the Research Scholar**

It is certified that outlines of the synopsis which are prepared by Mr./Ms./Mrs. .... have been verified and submitted to forward to the Directorate of Research, University of Kota, Kota.

Date:

**Signature & Seal of the**  
Research Co-supervisor, *if any*

**Signature & Seal of the**  
Research Supervisor

The synopsis which is prepared by Mr./Ms./Mrs. .... and verified by the research supervisor(s) is forwarded.

Date:

**Signature & Seal of the Principal / Director / Head**

## Important Instructions:

### 1. Paper Size and Margins:

- (i) **Size:** Standard A4 / Quarter (8.3 x 11.7 inch or 210 x 297 mm) size except maps, drawing, graphs, etc.
- (ii) **Margins:** Left: 1.5 inch (3.81 cm), Right/Top/Below: 1.0 inch (2.54cm).
- (iii) **Orientation:** Portrait (preferred) / Landscape (where it is required).

### 2. Typing Work:

The text must be typed on one side of the **Executive Bond** paper (not back-to-back) using normal typeface / electronic typing / PC word processing.

### 3. Headings:

- (i) **For English:** Font Type: Times New Roman, Font Size: 14, **Bold**, Line Spacing: 1.5, Capitalize Each Word of Headings, Left Aligned.
- (ii) **For Hindi:** Font Type: Mangal Unicode, Font Size: 12, **Bold**, Line Spacing: 1.15, Left Aligned.
- (iii) **For Urdu:** - Font Type: Noori Nasta'liq, Font Size: 16, **Bold**, Line Spacing: 1.15, Left Aligned.

### 4. Running Part:

- (i) **For English:** - Font Type: Times New Roman, Font Size: 12, unbold, Line Spacing: 1.5, Justified.
- (ii) **For Hindi:** - Font Type: Mangal Unicode, Font Size: 10, Line Spacing: 1.15, Justified.
- (iii) **For Urdu:** - Font Type: Noori Nasta'liq, Font Size: 15, Line Spacing: 1.15, Justified.

### 5. Figures and Tables:

- (i) Each figure must have a brief (one phrase or sentence) title that describes its contents. The title should follow the format "Figure 1: Figure Title". In the text, figures should be indicated by consecutive number as **Fig. 1**, **Fig. 2**, and so on.
- (ii) Each table must have a brief (one phrase or sentence) title that describes its contents. The title should follow the format "Table 1: Table Title". In the text, tables should be indicated by consecutive number as **Table 1**, **Table 2**, and so on.

### 6. References Writing:

Research scholar may be used **ANY ONE** of the following referencing styles during the citation and writing of references:

- (i) Oxford Style
- (ii) Harvard Style
- (iii) Chicago Style
- (iv) Modern Language Association (MLA) Style
- (v) American Psychological Association (APA) Style
- (vi) Modern Humanities Research Association (MHRA) Style
- (vii) Vancouver Style
- (viii) Royal Society of Chemistry (RSC) Style
- (ix) American Chemical Society (ACS) Style
- (x) Institute of Electrical and Electronic Engineers (IEEE) Style