

To All Research Guides & Research Scholars

1. All research guides are requested to convey the names of the students presenting their progress in the enclosed format. It should be clearly mentioned, at which stage the Ph.D scholars work is in terms of research design, pilot survey, chapter writing, analysis, papers published etc.
2. All Ph.D. Scholars should submit the progress reports to the University Ph.D Section every six months from date of registration. (enclosed)
3. For Pre-Submission presentation, the following details should be incorporated in the thesis in the concerned chapter and presented at the Pre-Submission presentation

Research Gaps	Objectives. & Hypothesis	Variables	Findings

4. The UGC Guidelines 2016 are enclosed herewith for reference.
5. The final thesis should be drafted strictly as per the University guidelines issued and included here.
6. The final thesis draft is to be checked for Plagiarism by the Turnitin Anti-Plagiarism Software from Ph.D Centre, Dr. Gupta, as per the standard University policy. The Report of the Plagiarism check as issued by the Ph.D Centre should be submitted at the time of seeking signature of Director of Research Centre.
7. The research guide and student should jointly certify the details about the research contribution during the Ph.D. Programme.
8. The contents to be presented at each of the Ph. D. Progress Presentations are to be followed as per the Scheme of the Presentations given.
9. At the time of open-defense of the candidate, at least 15 copies of abstract of thesis should be prepared for circulation, along with a presentation of about 30-40 minutes covering the details of the research work.
10. It is compulsory for the research scholars to attend the different workshop sessions/seminars/conferences organized by the research centre from time to time.
11. Research Guide must attend all progress presentations of their Ph.D students.
12. The research papers should be published only in the list of journals approved by the University and UGC.

From:

Dr. Sachin Vernekar
Dean-FMS & Director, IMED

Dr. Kirti Gupta
Head, Research & Ph.D Cell, IMED

Bharati Vidyapeeth Deemed University
Institute of Management & Entrepreneurship Development, Pune

To,
The Director, IMED
Pune.

Date:

Dear Sir,

The Ph.D. scholar working under my guidance is due for next Ph.D. presentation. Following are the details regarding the progress made so far. Request you to kindly allow him/her to present the progress.

Sr.	Name of Candidate & Chapter Wise Details	Progress Presentation
1		

Name & Signature of Research Guide :

Date: Cell Number :

E-mail id:

ALLOWED / NOT ALLOWED

Director, IMED

Plagiarism Check Report

1	Name of the Research Scholar													
2	Faculty and Subject													
3	Title of the Thesis/ Dissertation													
4	Name of the Research Guide													
5	Name of the Co- Guide													
6	Department / Institution/ College	BVDU-IMED, Pune												
7	Similarity Content (%) (up to 18 % acceptable)	<table border="1"><thead><tr><th>Report</th><th>1st</th><th>2nd</th><th>3rd</th><th>4th</th><th>5th</th></tr></thead><tbody><tr><td>%</td><td></td><td></td><td></td><td></td><td></td></tr></tbody></table>	Report	1 st	2 nd	3 rd	4 th	5 th	%					
Report	1 st	2 nd	3 rd	4 th	5 th									
%														
8	Plagiarism detection tool applied	TURNITIN												
9	Date of plagiarism check													

Checked by

Name:

Designation:

Signature:

Date:-

To,
The Dean – FMS,
BVDU, Pune

Date:

This is to certify that , Ph.D. research scholar with Ph.D topic

“..... ” has completed
the following as part of Doctoral Programme:

- a) Plagiarism Check of thesis is carried out through TURNITIN software (.....%) at IMED,
and is within permissible limits.
- b) Published two research papers in refereed journals.
- c) Submitted Progress Reports to the Ph.D. Section.

I hereby recommend that s/he be permitted to submit her thesis.

Thanking You

Sincerely Yours

()
Research Guide

()
Research Scholar

To,
Dr. P. M. Bulakh,
The Director, BCUD,
BVDU, Pune

Kind Attention: Dr. Suryavanshi, Ph.D. Section

Thesis may be accepted.

Dr. Sachin S. Vernekar,
Dean-FMS & Director, IMED,Pune

Date:

Ph.D. Progress Presentations Scheme for Ph.D scholars (Management Faculty)

Powerpoint Presentations on the following lines are to be made before the research committee for Progress presentations

Presentations (At a Minimum Gap of 6 months)	Contents expected along with progress reports
1. Seminar II (At the end of Coursework Examinations)	<p>Topic Approval Introduction, Statement of the Research Problem, Title, Pilot survey (if any), Literature Review, Research Gaps, Research Questions, Objectives, Significance of Study, References about current research in the field. Bring Synopsis. This Presentation is to finalize the title of research.</p>
2. First Presentation	<p>(On approval of the topic, the objectives need to be finalized and also hypotheses formulated based on exploration.) Research Methodology Final Title, Review of Literature and Research gap identification Final Objectives addressing the research gap(s) and Hypotheses. Matrix to be shown. Research Methodology – Scope etc. ** A copy of synopsis prepared is to be submitted to IMED.**</p>
3. Second Presentation	<p>Final Research Design & Detailed Sampling Design Pretesting of tools, pilot survey etc Approval of Tools for data collection (Questionnaire approval etc) Tentative Chapter Scheme</p>
4. Third Presentation	<p>Analysis of Data and Findings Presentation on Analysis of Data and Findings Approval of Rough Draft of final thesis (Spiral Bound)</p>
<p>Submission of Thesis to University Open Defense at IMED</p>	
<p>For Open Defense, 20 copies of abstract are to be circulated at the time of Open Defense.</p>	

Note :

1. The Ph.D scholar is required to register progress with his/her respective guide from time to time.
2. Guide shall inform the IMED Ph.D. Research Center regarding the readiness of the student for Ph.D. Presentation in the given format.
3. On receiving information from the guide, the presentations for the Ph.D. scholars shall be scheduled at IMED accordingly and respective guides will be informed about the same.
4. Rough drafts of thesis for Pre-Submission Presentations to be submitted in advance.

IMED Ph.D. Research Centre, Pune

Dr. Sachin Vernekar
 Director-IMED,
 Dean, FMS (BVDU), Pune

Dr. Kirti Gupta
 Professor, IMED

Ph.D Programme Guidelines as received from University (11 pages)

Hon'ble Vice-Chancellor has reconstituted "**Research and Recognition Committees**" and **Committees for Ph.D. Presentations**.

As per UGC notification of Minimum standards and procedures for award of Ph.D degree Regulation 2009 and rules & regulations for Ph.D of Bharati Vidyapeeth University, Pune; I have been directed to inform you that there shall be **three presentations** of Ph.D work after successful completion of Pre-Ph.D course work. The letter of final registration of Ph.D will be issued to the candidate from the date of successful completion of pre-Ph.D course work.

The Schedule of Ph.D presentations.

- 1) **First presentation**: Within 6 month after the date of final registration.

Candidate shall present review of Research work, objectives and outline of Laboratory work – standardization of methods, field work if any etc.
(In this presentation title and objectives / Plan of work will be approved)

- 2) **Second presentation**: On completion of 70-75% of Laboratory work, analysis of data etc.
- 3) **Third presentation**: On completion of analysis of data and all chapters of thesis.

The gap between two presentations shall be minimum of 6 months.

If any presentation (1st, 2nd or 3rd) is unsatisfactory, it shall be rejected and the candidate shall be required to make a presentation again after a gap of one month and before 3 months from the date of earlier presentation.

Research and Recognition Committee:

There shall be Research and Recognition Committee for each subject or group of subjects consisting of following members.

- a) Vice Chancellor – Chairman
- b) Dean of concerned faculty – member
- c) Chairman of Board of Studies – member
- d) Subject expert (External) nominated by Hon'ble Vice chancellor

- e) Director, Board of College and University Development – member secretary

Research & Recognition Committee will examine the academic viability of Ph.D. topic of the candidate for approval or otherwise.

It shall also scrutinize application forms of teachers for approval as research guide.

Ph.D presentation committee :

- a) Dean of faculty
- b) Concern subject expert (External) –Name approved by Hon'ble vice chancellor
- c) Research guide
- d) Head of the Department (Internal subject expert & co-ordinator)

The names of subject experts approved by Hon'ble Vice Chancellor are sent separately. The Head of the Department will arrange presentations of Ph.D. candidates in consultation with Head of the institution. It will be mandatory for the guide and co-guide (if any) to be present at all the presentations of the student.

Change of title of thesis:

If the candidate desires, he /she can partially modify the title and proposed plan of research work on the recommendations of research guide. Research and Recognition Committee shall approve such changes.

Progress report :

All registered Candidates shall submit the progress report of his/her Ph.D. work after every six months through his/her research guide.

The progress report submitted shall be placed before the Committee appointed by Hon'ble Vice Chancellor to scrutinize the progress of the research work. The decision of the committee will be submitted to Hon'ble Vice chancellor & his decision will be final.

If a candidate fails to submit three reports consecutively, his/her registration may be treated as cancelled.

Submission of Synopsis and Thesis

- i. The candidate shall submit to the University four copies of synopsis of his / her thesis at least three months prior to the submission of his / her thesis.

The synopsis should contain :

- a) Introduction
 - b) Chapter-wise brief account of the work done
 - c) Overall conclusions
- ii. The Ph.D. candidate shall have to publish at least one paper in a referred journal based on his/her Ph.D. research before the submission of the thesis and produce evidence for the same in the form of acceptance letter or a reprint.
- iii. The candidate should submit three copies of the thesis duly recommended and endorsed by his/her guide / supervisor to the University along with two soft copies.
- iv. The thesis should contain a declaration from the student in the prescribed format. Format is enclosed – Annexure - A
- v. The thesis should contain a declaration from the candidates stating that the work presented is his own original work and has not been submitted earlier for an award of any degree or diploma of this or any other University. It should be clearly mentioned in the declaration that whatever material has been borrowed from other sources and incorporated in the thesis has been duly acknowledged. It should be specifically mentioned in the declaration that the candidate himself could be held responsible and accountable for plagiarism, if any, detected later on. (Format enclosed)

The final thesis shall be presented in accordance with the following specifications:

- a) The paper used for printing shall be of A4 size;
- b) Printing shall be in a standardized form on one side of the paper and in 1.5 line spacing;
- c) A margin of 1.5 inches shall be on the left hand side
- d) The card for cover shall not be more than 330 GSM.
- e) The title of the thesis, name of the candidate, degree, name of the guide, place of research and the month and year of submission shall be printed on the title page and on the front cover.

- f) The hard- bound thesis cover shall be of black colour. Spine of the binding [side cover] should mention 'Ph.D. thesis' on the top, name of the candidate and month and year.

Chapter Scheme :

- Introduction
- Review of Literature
- Aims and Objectives
- Observations and Results
- Discussion
- Summary
- Conclusions
- Bibliography –Reference etc.

Guidelines for:

A) Making citation in text:-

• **The Harvard system:-**

- ☐ For each citation, the author name(s) and date of publication are given at relevant point in text.
- ☐ The Bibliography is organized alphabetically and by date of publication for papers with same authors.
- ☐ Example:- Pawar and Dhapte (2008) reported/ stated that..... Or it has been shown that(Pawar and Dhapte, 2008).
- ☐ Lists of references are separated by semi-colons in order of date of publication. For example (Patil and Atre, 2007; Pawar and Dhapte, 2008; Saoji and Deshmukh, 2009).
- ☐ Where more than two authors for one paper, it is usual to write 'et.al.' or 'et al.' It stands for the Latin word et alia meaning 'and others'.
- ☐ If citing more than one paper with same authors, write Salunkhe and Deshmukh (2001, 2007, 2009....).
- ☐ If papers by a given set of authors appeared in the same year, write them as
- (Salunkhe and Deshmukh 2001a, 2001b, 2001c....).

- □ (Main advantages of Harvard system are that the reader might recognize the paper being referred to and if extra references are added, it can be easily expanded.)

- **The Numerical or Vancouver system**

- □ Papers are cited via a superscript or bracketed reference number inserted at the appropriate point.
- □ Normal format would be, for example: Tetracycline derivatives 24,42 in the treatment of.... Or ‘Diwan (24,42) has reported that...’.
- □ For repeated citations, use the number from first citation.
- □ In Nature, numbers are allocated by order of citation in the text. This is true
- numerical method.
- □ In Annual Review series, the references are first ordered alphabetically, then
- numbered and this number is used in text. This is alpha-numerical method (
- numbering should be done only when text is finalized as adding or deleting
- references is tedious in this method).
- □ (Main advantages of Vancouver system are that it helps text flow and reduces
- length.)

b) Listing of citations in bibliography

- □ Citations should be listed in alphabetical order with the priority: first author,
- subsequent author(s), year, title of paper, journal details with page numbers.
- □ Details of all authors and editors should be given in bibliography although in text given as et al.
- □ Use standard abbreviations for the titles of journals or full title, if possible.

- □ When referring books, edition should always be specified after the title of book, as contents may change with editions.
- □ Mention the International Standard Book Number (ISBN) for the book/ journal, if available (a unique reference number for books/ journals).
- □ Refer to authors in text for the unassigned articles such as unattributed articles in newspapers and instruction manuals, but in bibliography as 'Anon'.
- □ When unread articles are to be referred, refer another authority who has cited the paper. For example, "Atre(2008), cited in Meshram (2010), claimed that..."

Alternatively, denote such references by an asterisk with a note to explain.

- **Bibliography:-**

- □ Journal:- Modak S.S. and Jahagirdar V.L. (2009) "Studies on Emergence of Drug Resistance in HIV Associated Bacterial Urinary Tract Infections" American Journal of Infectious Diseases 5(3): 190-194.
- □ Book:- Smith, A. B.(2010), " Bacteria as a tool for Bioinsectides" Central Publishing House, New York, ISBN 0-123-4567.
- □ For chapter in edited book: Sathe, M.N & Deshmukh, B.K. (2000) " Isolation methods for anaerobic bacteria" in Text Book of Anaerobes (ed. Kadam,D.G.), pp 34-43, Bharat Publishers, Delhi.
- □ Ph. D. Thesis ;- Shinde T.B. (2007) "Molecular Genetic Analysis of Type 2 Diabetes" Ph.D. thesis, University of Mumbai.
- □ Web sites: Use author(s) names and year in text using Harvard system while in bibliography give author(s), year, site title and full URL reference.

For example: Davis, A.J.(2000) University of California Homepage on Immunology

<http://www.immunology.ac.us/homepage>.

If any dispute arises regarding the interpretation of any of the above rules, the matter shall be referred to the Vice Chancellor and his decision shall be final and binding on all concerned.

Appendix - A

<p>Ph.D. THESIS</p>
<p>WRITE HERE NAME OF THE CANDIDATE</p>
<p>MONTH & YEAR</p>

<p>Logo BVDU</p>
<p>“Write here approved title of the thesis in all upper-case (capital letters) with a 'centre' alignment. Place this title on the upper central part of the cover with sufficient margin from top and both sides. Use font size suitable to length of the title”</p>
<p>A THESIS SUBMITTED TO BHARATI VIDYAPEETH UNIVERSITY, PUNE FOR AWARD OF DEGREE OF DOCTOR OF PHILOSOPHY in (subject) UNDER THE FACULTY OF (Name of faculty)</p>
<p>SUBMITTED BY</p>
<p>UNDER THE GUIDANCE OF</p>
<p>RESEARCH CENTRE</p>
<p>WRITE HERE & YEAR OF SUBMISSION</p>

Appendix –

Ph.D. THESIS

MRS. NEELA ANIL VAIDYA

JULY 2014



“EVALUATION OF OXIDATIVE STRESS IN RESPIRATORY
DISEASES IN PEDIATRIC PATIENTS”

A THESIS SUBMITTED TO
BHARATI VIDYAPEETH UNIVERSITY, PUNE
FOR AWARD OF DEGREE OF
DOCTOR OF PHILOSOPHY IN MEDICAL BIOCHEMISTRY
UNDER THE FACULTY OF MEDICAL SCIENCES

SUBMITTED BY
MRS. NEELA ANIL VAIDYA

UNDER THE GUIDANCE OF
PROF.DR. P. M. BULAKH

RESEARCH CENTRE
BHARATI VIDYAPEETH DEEMED UNIVERSITY
MEDICAL COLLEGE, PUNE. 411043.

JULY 2014

CERTIFICATE

This is to certify that the work incorporated in the thesis entitled
“.....” for the
degree of ‘Doctor of Philosophy’ in the subject of under the
faculty of..... has been carried out by Mr/ Mrs..... in
the Department of at Bharati Vidyapeeth Deemed
University,....., Pune during the period from.....to.....under the
guidance of Dr.....

Place: Pune

(Signature of Head of the Institute with seal)

Date :

Principal / Director

Seal

CERTIFICATION OF GUIDE

This is to certify that the work incorporated in the thesis entitled
“.....”

Submitted by..... for the degree of ‘Doctor of Philosophy’ in the
subject of..... under the faculty of.....has been carried
out in the Department of....., Bharati Vidyapeeth’s.....,
Pune during the period fromto....., under my direct supervision/
guidance.

Place : Pune

(Signature of Research Guide)

Date :

(Name & Designation)

DECLARATION BY THE CANDIDATE

I hereby declare that the thesis entitled “_____” submitted by me to the
(Title of thesis)
Bharati Vidyapeeth University, Pune for the degree of **Doctor of Philosophy**
(Ph.D.) in _____ under the _____ is
(Name of the Subject) (Name of the Faculty)
original piece of work carried out by me under the supervision of
_____ and _____.
(Name of Guide) (Name of Co-guide (if any))

I further declare that it has not been submitted to this or any other university or Institution for the award of any degree or Diploma.

I also confirm that all the material which I have borrowed from other sources and incorporated in this thesis is duly acknowledged. If any material is not duly acknowledged and found incorporated in this thesis, it is entirely my responsibility. I am fully aware of the implications of any such act which might have been committed by me advertently or inadvertently.

Place :

Date : / /

Name & signature of

Research Student