Thesis Guidelines Handbook

For

MS Program

COMSATS Institute of Information Technology
These guidelines for MS thesis should be read in conjunction with the GHB.

Please read the guidelines carefully to avoid wastage of time and other resources involved in revision of the thesis.

- The MS thesis should be printed on a good quality (minimum 70 grams, white, imported, offset) paper of A4 size.

- For temporary bound copies, the title/covering page of thesis shall be white in color; however, weight of paper shall be minimum of 100 grams.

- For hard bound copies, the outside covering front board shall be in Maroon color with the golden writing. The contents in covering front board shall be the same as presented in the covering page of thesis in temporary bound.

- The Top, Bottom and Right margins should be 1”, while the Left (binding side) margin should be of 1.5 inches to allow binding.

- Times New Roman script shall be used to write a thesis.

- The typeface/font size in the main body of the thesis should be 12-point. Footnotes should be 10-point.

- Items where different font size is required are mentioned separately in the samples, starting from the next page.

- Line spacing in main body of text should be 1.5. Anyhow, single line space should be used in footnotes. Long quotations should also be single spaced and indented.

- Introductory pages should be numbered in lower case Roman numerals (i, ii, iii ...). The title page is counted as page “i” but the page number is not printed.

- For the body of the thesis including text, chapter title pages, section dividing pages, illustrations, appendices, and bibliography, use Arabic numerals (1, 2, 3 ...). The numbering begins with one (1) and runs consecutively to the final page or end of the manuscript. Do not use suffixes to the Arabic numerals, such as l2a.

- All page numbers of the thesis or dissertation are placed in the centre at the bottom of the page. Page numbers must be at least two single spaces below the nearest line of text. All page numbers must be in the same font and size as the text.

- Thesis shall be submitted for examination in a temporarily bound form, which is sufficiently secure to ensure that pages cannot be added or removed.
At the time of submission for examination, a thesis must be in its final form from all aspects except the binding and incorporation of any amendment required by the examiner(s).

- The Thesis must be presented in English.

- The title of the thesis should be exactly the same, in all aspects, as approved and notified by the BASAR. The case of the alphabets (upper/lower), effects of the text fonts (subscript, superscript, italic, etc.), special characters including punctuation, word dividers and general typographical characters (., “, &, ?, /, :, ;, etc) should be reproduced in the same manner as in the notified title.

- The submitted copy shall be duly signed by all the concerned.

- Soft copies (CDs) shall be affixed with each hard bound copies.
Thesis Title (Font 21, Regular)

By (14, Italic)

Student Name

Registration Number <<e.g. CIIT/FA05-RBS-007/ISB>>

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In

<<” Program Name>>

(17, Regular)

COMSATS Institute of Information Technology
Campus Name - Pakistan
(20, Regular)

Semester in which Thesis Submitted << e.g. Fall/ Spring>>, Year YYYY <<2007>>(18, Regular)
COMSATS Institute of Information Technology (16, Bold)

Thesis Title

(20, Regular)

A Thesis Presented to (14, Regular)

COMSATS Institute of Information Technology, Islamabad

(16, Regular)

In partial fulfillment

of the requirement for the degree of (14, Regular)

MS (Program Name)

(21, Regular)

By (12, Regular)

Student Name (15, Regular)

Student Registration Number (15, Regular)

Semester & Year in which Thesis Submitted <<Fall/Spring, 2007>>

(18, Regular)
Thesis Title (20, Regular)

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<table>
<thead>
<tr>
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<td>Student Registration No.</td>
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Professor Department of xxxx<<e.g. Biosciences>>
Campus <<Islamabad Campus>>.
COMSATS Institute of Information Technology (CIIT) Campus. (14, Regular)
Month of Submission with Year <<February, 2007>> (14, Regular)
Final Approval (18, Regular)

This thesis titled (14, Regular)

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(20, Regular)

By (13 Regular)

Student Name (14, Italic)

Registration No (14, Italic)

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For the COMSATS Institute of Information Technology, <Campus>> (13, Regular)

External Examiner: ____________________________

Dr. …………

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Co-Supervisor (where required): ____________________________

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<<Designation of the Supervisor>>

Head of Department:
<<HoD Name with Designation>>
<<Department Name>>
DEDICATION

(18, Regular)
ACKNOWLEDGEMENTS (14, Bold)

<<student name & Registration>> (12, Bold)

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<<Title>> (16, Regular)
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LIST OF ABBREVIATIONS (14, Bold)

α  Alpha (12, regular)
β  Beta
µg  Microgram
µl  Microliter
µm  Micrometer
Chapter 1
Introduction (17, Bold)
1.1 Molecular Genetics (14, Bold)

Body text of each subsection is to be written in Times New Roman font size 12 Regular.

1.2 Genetic Variation (14, Bold)

1.3 Genetic Disorders (14, Bold)

1.3.1 Monogenic Diseases (13, Bold)

1.3.2 Complex/ Multifactorial Diseases (13, Bold)

1.4 Inherited Retinal Diseases (14, Bold)

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Subjects & Methods
(17, Bold)
2.1. Subjects, RP families (14 Bold)

Body text of each subsection is to be written in Times New Roman font size 12 Regular.

2.1.1. RP03 family (13 Bold)

2.1.2. RP07 family (13 Bold)

2.2. Collection of Blood & Extraction of Genomic DNA (14 Bold)

2.2.1. Organic Method of DNA Extraction (13 Bold)

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2.2.2.1. R.B.C & Nuclear Lysis (12 Bold)

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2.4. Selection of Markers for Candidate Genes (14 Bold)

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Chapter 3
Results
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Chapter 5
References


No 1 above is a journal reference, No 2 is a book reference format and No3 is a book chapter reference format.