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**FACULTY OF APPLIED SCIENCES**

**RAJARATA UNIVERSITY OF SRI LANKA**

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**Format of Thesis**

**MPhil/ PhD Degree**

**(Effective from January 2021)**

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**Introduction**

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**Results and Discussion**

**Conclusions and Recommendations**

**References**

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**METHOD OF ASSEMBLY**

Thesis must be presented in legible and permanent form in typescript or print except that it is permissible for mathematical or other such formulae to be inserted neatly by hand where applicable. Typing should be of an even quality with clear black characters.

The thesis should be type written in MSWORD or compatible format on good quality white A4 papers on single side with 1.25” margin on the right and 1” on other sides. One type of paper must be used throughout the thesis except for figures, maps, plates and illustrations where special category of paper is needed. The font of the text should be Times New Roman, 12 font size. Line spacing should be 1.5 lines in the main text (single line spacing in the table of contents, abstract, certification of supervisors, declaration by the candidate, acknowledgements and dedications, references, and appendices) with 6 pt spacing after paragraph.

**1.1 Number of Copies and Specified Colour for Final Binding**

Thesis must be spirally bound during its initial submission and hard bound in its final submission.

Number of copies required in initial submission is ONE MORE than the number of examiners. Three copies of the hardbound final version must be submitted to the Faculty office within one month from the date of viva voce examination. (out of the three copies, one will return to the candidate after official stamping). Colour of the hardbound cover is GREEN for MPhil and RED for PhD. Inscriptions on both the cover page and spine of the hard-bound copy are made in gold lettering.

**1.2 Scientific Units**

The International System of Units (SI units) of measurements must always be used although imperial measures may be given in parenthesis. Keep a single space between two types of units. Do not indicate units as divisions, and instead, use a negative exponent. e.g.: kg m J mol-1 K-1 kg m-3 (kg/m3 is not acceptable.)

**1.3 Tables, Plates, Maps, Figures and Illustrations**

They should appear as soon as possible after they are first mentioned in the text. Tables should not be designated as figures, illustrations, plates and they should be numbered quite separately from other illustrative material. The title of the table should be typed with initial capitals and lowercase lettering ABOVE the tables (Use Times New Roman, font size 10 and single-space if there are more than one line), as follows:

**Table 6: Characters used in the morphometric study**

Place long tables (over 4 pages) in an appendix but not in the main body of the text.

The title of the Plate/ figure/ illustration should be typed with initial capitals and lower-case lettering BELOW the plate/ figure/ illustration. (Use Times New Roman, font size 10 and single-space if there are more than one line). In the case of maps, information such as coordinates, linear scale, directive arrow and index map showing locality of area must be provided.

**1.4 Formulae/Equations, Mathematical Operations and Functions**

Formulae must be printed with sufficient space left around them. Subscripts and

superscripts should be clear and not too small. Meaning of all the symbols must be given

immediately after an equation at its first use. For simple fractions, use of solidus (/) is

preferred to horizontal line. Equations are to be numbered serially at the right-hand side

in parentheses. Fractional powers are preferred to root signs.

**1.5 Nomenclature**:

Follow IUPAC nomenclature / ICN for plants and animals

In the first citation, genus, species and authority must be given. Thereafter, the generic name may be abbreviated, and authority should not be cited.

**MAIN BODY OF THE TEXT**

**2.1 Format of The Thesis**

**Candidate is free to choose one of the following as the format of the main body.**

1. If the Thesis has several different subprojects, each subtopic could be assigned a chapter number (CHAPTER 1, 2, 3, etc.), and each chapter can have an Introduction, Methodology, Results and Discussion, Conclusions and Appendices. It is

recommended that the list of references be included at the end of the thesis, if its chapters describe a coherent study. In this format, the body of the thesis must contain a **General Introduction prior to chapter 1 and General Discussion, Conclusions and Recommendations prior to Appendices**.

**GENERAL INTRODUCTION**

**LITERATURE REVIEW (This may be included on the recommendation of the**

**relevant Board of Study)**

**CHAPTER 1**

**…………………**

**1.1 INTRODUCTION**

**1.1.1 ….**

**1.1.2 …**

**.**

**1.2 METHODOLOGY**

**1.2.1 …**

**1.2.2 ….**

**1.3 RESULTS AND DISCUSSION**

**1.3.1 …**

**1.3.2 ….**

**1.4 CONCLUSIONS AND RECOMMENDATIONS**

**CHAPTER 2**

**…………………**

**2.1 INTRODUCTION**

**2.1.1 ….**

**2.1.2 …**

**2.2 METHODOLOGY**

**2.2.1 …**

**2.2.2 ….**

**2.3 RESULTS AND DISCUSSION**

**2.3.1 …**

**2.3.2 ….**

**2.4 CONCLUSIONS AND RECOMMENDATIONS**

**GENERAL DISCUSSION**

**GENERAL CONCLUSIONS AND RECOMMENDATIONS**

**REFERENCES**

**APPENDICES**

**PUBLICATIONS**

2. Or else, the chapter numbers could simply be assigned to Introduction, Methodology, Results and Discussion and Conclusions and recommendations

**CHAPTER 1**

**INTRODUCTION**

**1.1 ….**

**1.2 …**

**1.3 …**

**CHAPTER 2**

**LITERATURE REVIEW (This may be included on the recommendation of the**

**relevant Board of Study)**

**CHAPTER 3**

**METHODOLOGY**

**3.1 …**

**3.2 ….**

**CHAPTER 4**

**RESULTS AND DISCUSSION**

**4.1 …**

**4.2 ….**

**.**

**CHAPTER 5**

**CONCLUSIONS AND RECOMMENDATIONS**

**REFERENCES**

**APPENDICES**

**PUBLICATIONS**

Each chapter shall be named in uppercase bold type letters with Roman numerals (e.g.: **CHAPTER 2, CHAPTER 3** followed by the title of the respective chapter in uppercase bold type letters (size14) after a single-line spacing. Both the chapter number and the title of the chapter should be centered. The text should start after a two-line spacing. Bold letters may be used for subtitles.

Headings and subheadings should follow the following style.

**CHAPTER 1**

(Centered, ALL CAPS, font Times new roman, Bold, 14)

**1.1 Heading**

(Left, 0” indent, Lower case, except the first letter, font Times new roman, Bold, 14)

**1.1.1 Sub-heading**

(Left, 0” indent, Lower case, except the first letter, font Times new roman, Bold, 14)

**1.1.1.1 Sub-sub-heading**

(Left, 0” indent, Lower case, except the first letter, font Times new roman, Bold, 14)

**a) Sub-sub-subheadings**

(Left, 0” indent, Lower case, except the first letter, font Times new roman, Bold, 14).

**The page numbers** should be in Arabic numeral format in the main body (from introduction to References) beginning with 1, appearing at the midpoint, 10 mm above the bottom-edge of the page.

Other sections including Appendices should be numbered in Roman numeral format. The position of page numbers should be at the midpoint, 10 mm above the bottom-edge of the page.

**2.2** **Essential Components of the Thesis**

- Cover page (only in the final copy)

- Title page

**-** Certification of supervisors

- Declaration by the Candidate

- Acknowledgements and dedications (optional)

- Abstract

- Table of Contents

-. List of tables

- List of figures

- List of illustrations

- List of …….

- Introduction

- Materials and methods

- Results and discussion

- Conclusions and recommendations

- References in accordance with Harvard /APA/ Vancouver system/IEEE

- Appendices

- List of publications

1. **SPECIMEN PAGES AND GUIDELINES**

**THE THESIS SUBMITTED MUST BE IN ACCORDANCE WITH THE FOLLOWING SPECIFICATIONS:**

**3.1 COVER PAGE (only in final version)**

The cover page shall bear the officially approved title of the thesis, the candidate's full name, the designation of the degree for which it is submitted and the year of the effective date of the degree. See specimen cover page:

(Boxes given in the specimen pages represent A4-size pages or spine of the thesis, but not to scale. The font to be used is specified at the right-hand side margin of the pages).

Title of the thesis should be informative and descriptive of the work done and approved by the relevant Higher Degrees Committee, Faculty Board and the University Senate.

***Specimen Cover Page***

*(This box should not appear on the cover page)*

**VEGETATIVE PROPAGATION OF**

***Lumnitzera littorea* (JACK) VOIGT.**

(Times New Roman, size 18)

**FULL NAME** (Times New Roman, size 14)

**MPhil/ PhD** **2021** (Times New Roman, size 14)

**3.2 Spine:**

*This box should not appear on the spine*

**Name with initials VEGETATIVE PROPAGATION OF *Lumnitzera littoria* (JACK) VOIGT. MPhil 2021**

If the approved title is too long for the spine, the approved short title may be used.

**3.3 Title Page**

The title page shall bear the officially approved title of the thesis, the candidate’s full name, the designation of the degree for which it is submitted, name of the University, month and the year. See specimen title page:

***Specimen Title page:***

*(This box should not appear on the title page)*

**VEGETATIVE PROPAGATION OF**

***Lumnitzera littorea* (JACK) VOIGT**

(Times New Roman, size 18)

By

**FULL NAME** (Times New Roman, size 14)

A thesis submitted to the **Faculty of Applied Sciences, Rajarata University of Sri Lanka**

in partial fulfillment of the requirements for award of the degree of

**MASTER / DOCTOR OF PHILOSOPHY in** subject area (Times New Roman, size 14)

Faculty of Applied Sciences (Times New Roman, size 12)

Rajarata University of Sri Lanka

Mihintale – Sri Lanka

July 2021

**CERTIFICATION OF THE SUPERVISOR/S**

This is to certify that the thesis on “xxxx xxxxx" **topic** is completed by xxxxx n**ame of the candidate** in partial fulfillment of the requirements for the degree of Master / Doctor of Philosophy in **subject area**. The thesis has been carried out under my/ our guidance and is a record of the *bona fide* *(Made or carried out in good faith; sincere*) work carried out successfully.

Signature:

Supervisor's full name :

Address :

Date:

**DECLARATION**

I hereby do solemnly declare that the work presented in this thesis describes the

results of my own independent research except where due reference has been made in the text. No part of this thesis has been submitted previously or concurrently to any other University/ College/ Organization for an academic qualification/ certificate/ diploma or degree.

The work I have presented does not breach any copyright.

Signature:

Student's full name :

Address :

Date:

(The declaration should also carry the Faculty date stamp during both the initial and final submission of the thesis).

**ACKNOWLEDGEMENTS / DEDICATION (optional)**

Candidate may wish to acknowledge valuable contributions from their research supervisors, relatives, friends and colleagues as well as the University. The acknowledgements shall appear on the page immediately following the Declaration.

.

**ABSTRACT**

The acknowledgements shall be followed immediately by an abstract (a brief informative summary). The abstract should not exceed 600 words and be printed single line spaced. Having a single paragraph is recommended. The abstract page should carry the title of the project and the name of the candidate before the text of the abstract. It should summarize the content of the thesis and the way in which the work was organized, describe the scope of the work, research methodology used, the principal divisions within the work and the conclusions reached. **Avoid using keywords and references.**

It should be a succinct (expressed in few words; concise) description of your work and should be organized in the following order.

1. Objectives / Statement of the Problem

2. Procedure and /or Methods (briefly)

3. Results

4. Principle Conclusions

**Contents**

After the title page, certificate of supervisor, declaration, acknowledgments and abstract, and then shall appear a full table of contents. This may follow any format acceptable. The table of contents should list with their page numbers in Roman numerals and single space, the main sections and subsections and /or chapters of the work used in the main text, any appendices with their full titles, the bibliography and the list of publications.

**LIST OF ABBREVIATIONS**

**List of TABLES**

**List of Illustrations**

**List of Figures**

Follow the format used for your Table of Contents. Use a separate page for each type of list. Use appropriate Roman numerals. Use single space between entries.

**Introduction**

It introduces your work to the reader. Main elements to be included are

- theoretical and historical background

- purpose of the study (problem/s need to be solved)

- scope of the study (objectives)

- expected outcomes (expected contribution to solve existing problems) of the study

The main body / text starts here, hence the numbering must run consecutively throughout, in Arabic numerals. (use of well-defined divisions / sections is recommended).

**Objectives**

Last chapter of the introduction should include a statement of the objectives of the study, the reasons of selecting the topic indicating clearly the expected contributions to the existing knowledge in the relevant field.

**Materials and Methods**

This section can be named as **METHODOLOGY** or **MATERIALS AND METHODS** or **METHODS AND PROCEDURES** depending on the nature of the study:

- study relating to natural science name as “MATERIALS AND METHODS”

- study relating to social sciences name as “METHODOLOGY”

- for development project name as “METHODS AND PROCEDURES”

This section should provide enough details so that another person can repeat, verify or continue the presented work (if needed).

**Materials:** Describe everything (chemicals, glassware or plasticware, samples, equipment etc) used.

- The exact technical specifications

- Quantities

- Source of materials

- Methods of preparation of materials

Avoid the use of trade names as much as possible, use generic or chemical names.

**Methods:**

Always describe the experiments in a logical order (in order of time/ size/ importance)

- if you have used a well-known method just give the name and reference

[e.g total DNA was extracted according to the method described by Doyle (1900)]

-When using a new or original method or revised method it should be described in detail.

- always give important information like; sizes, volumes, centrifugation speed, temperatures, equipment used, no of replications, statistical techniques/ software, programs/ packages (with reference) used for data analysis, the way of treating data etc.

**Results and Discussion**

Results should describe clearly the findings of the study.

* Present only the relevant results in the section
* The results should match with the objectives
* Report even negative results obtained
* The results section should be short and sweet

Discussion shows how the results and interpretations agree/ disagree with previously published work. If they do not agree with the study, explain possible reasons for the difference found.

**Conclusions and Recommendations**

If writing the conclusion separately, do not repeat what you have said in the discussion.

State the major conclusions of the study. It should address the research problem and provide answers to the objectives.

Base on the findings, state realistic recommendation for the future.

**References**

Use Harvard System / APA System (6th ed.) / Vancouver (2nd ed.)/IEEE **but one system throughout the thesis**

**Appendices**

This contain useful information to the reader, which is related to the text but cannot be included in the text, such information can include:

* tables too detailed for text presentations
* technical notes on methods
* interview schedules
* questionnaires
* case studies too long to be put in the text

**LIST OF PUBLICATIONS**

Give a complete list of publications made as outcome of the present study.