

UGC INFLIBNET Guidelines for Ph.D. Thesis Submission Format for Shodhganga

1. Research scholars have to submit e-version of Ph.D. thesis in PDF format in DVD for uploading in shodhganga along with printed version of thesis (See 4.1 in User Guide) as given below in Table 1.
2. Research Scholars have to ensure that a standard template is used for compilation of a thesis and it contains all essential elements (like declaration, certificate, table of content, list of tables and figures, list of appendices, abbreviation used, abstract/ summary, chapters, conclusion and bibliography). Appendix- IV provides standard template for a thesis.
3. Research Scholars have to use standard citation style for rendering bibliographic references as well as web resources (For example: APA/Harvard style manual/Chicago style manual). (Please see citation style and bibliography available at Chapter 10 of User Guidelines Tutorials).
4. Research Scholars have to store each chapter in a separate file using an agreed file naming convention. It is suggested to start the file with 01_title_, 02_certificate_, 03_Abstract and so on, so that the content of thesis are displayed in the record as they appear in hard copy of thesis. **Sample naming conventions** used for a thesis is given in Table no -1

File Name	Content Name
01_title.pdf	Title Page
02_certificate.pdf	Certificate
03_abstract.pdf	Abstract (max characters: 2048)
04_declaration.pdf	Declaration
05_acknowledgement.pdf	Acknowledgement
06_contents.pdf	Content/Index page
07_list_of_tables.pdf	List of Tables
08_list_of_figures.pdf	List of Figures
09_abbreviations.pdf	Abbreviations
10_chapter1.pdf	First Chapter
11_chapter2.pdf	Second Chapter
12_chapter..... .pdf	Chapter...
13_conclusion.pdf	Conclusion

14_summary.pdf	Summary
15_bibliography.pdf	Bibliography
16_References.pdf	Reference
17_Questionnaire.pdf	Questionnaire
18_Maps.pdf	Maps
19_Publications.pdf	Publications
80_Recommendation.pdf	Recommendations (Recommendation file should contain title page and the chapter which contains Recommendations/ Conclusion/ Summary/Future findings without any images)

Table 1: Naming Convention used for each PDF file

The standardised naming convention, mentioned above, will facilitate users to easily identify, the relevant parts of a thesis by its file name that is common across all theses. It will also allow users to quickly look at the table of content and other introductory information without having to wait for the entire thesis to download.

5. Research Scholars have to provide Registration Year, Completed Year, Awarded year of Ph.D.
6. Research Scholars have to give declaration/consent in the format given below assigning non-exclusive rights to archive and distribute their doctoral work through Shodhganga as well as through University.

Note: For detailed guidelines, please see User Guide and Tutorials available in <http://shodhganga.inflibnet.ac.in>).

APPENDIX – III

Student Approval Form*

Name of Author	
Department	
Degree	
University	
Guide	
Thesis Title	
Year of Award	

Agreement

1. I hereby certify that, if appropriate, I have obtained and attached hereto a written permission/Statement from the Owner(s) of each third party copyrighted matter to be included in my thesis/dissertation, allowing distribution as specified below.
2. I hereby grant to the university and its agent the non-exclusive licence to archive and make accessible, under the conditions specified below, my thesis/dissertation, in whole or in part in all form of media, now or hereafter known. I retain all other ownership rights to the copyright of the thesis/dissertation. I also retain the right to use in future works (such as article or books) all or part of thesis, dissertation, or project report.

Conditions :

1.	Release the entire work for access worldwide	
2.	Release the entire work for “My University” only for <ul style="list-style-type: none"> • 1 year • 2 years • 3 years And after this time release the work for access world wide	
3.	Release the entire work for “My University” only, while at the same time releasing the following parts of the work (eg. because others parts relate to publications) world wide access: <ol style="list-style-type: none"> a. Bibliographic details and synopsis only b. Bibliographic details and synopsis and the following chapters only. c. Preview /Table of contents/ 24 pages only 	
4.	View only (No Downloads) (Worldwide)	

* Incase of clause no 2,3 &4, the application should be forwarded through Vice Chancellor or Registrar by citing valid reasons such as patent, book or article publishing.

Signature of Scholar

Signature and Seal of the Guide

Place:

Signature of Vice Chancellor or Registrar

Date: