



**KARPAGAM ACADEMY OF HIGHER EDUCATION**  
(Deemed to be University)  
(Established Under Section 3 of UGC Act, 1956)  
COIMBATORE 641 021. INDIA

**REGULATIONS FOR M.Phil./Ph.D.,  
FULL-TIME (FT) / PART-TIME (PT) RESEARCH**

**As per the UGC (Minimum Standards and Procedure for Award of  
M.Phil./ Ph.D. Degrees) Regulations 2016  
(Including Amendments in September 2018)**

**The Regulations will be effective from 5<sup>th</sup> May 2016. The  
students admitted from July, 2016 onwards will be governed under  
these regulations.**

**1.0. Preamble**

The Degree of Master of Philosophy (M.Phil) or Degree of Doctor of Philosophy (Ph.D.) is awarded to a candidate who has submitted a dissertation / thesis on the basis of original and independent research work done in any particular discipline or involving more than one discipline (inter-disciplinary), that make a contribution to the advancement of knowledge, which is approved by Board of examiners as per the requirement.

**2.0. Eligibility Criteria for admission to the M.Phil., and Ph.D Programme:**

2.0.1 Candidates seeking admission to the M.Phil Programme shall have a Master degree or a Professional degree declared equivalent to the Master degree by the corresponding statutory regulatory body, with atleast 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an approved Assessment and Accreditation Agency.

- 2.0.2 A relaxation of 5% of marks, from 55% to 50%, or equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC(non-creamy layer)/Differently-Abled and for those who had obtained their Master's degree prior to September 1991.
- 2.0.3 Candidates seeking admission to the Ph.D Programme shall have a Master degree either under (10+2+3+2) or (11+1+3+2) or (10+3+2+2) pattern for the Faculty of Arts, Science, Humanities, Commerce and Management; (10+2+4+2) or (10+3+3+2) for Faculty of Engineering; (10+2+5+2) for Faculty of Architecture; and (10+2+4+2) for Faculty of Pharmacy. Integrated M.Tech candidates are also eligible to register for Ph.D. in their subject concerned.
- 2.0.4 A candidate who has registered for M.Phil in Karpagam Academy of Higher Education and whose dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D programme in Karpagam Academy of Higher Education.
- 2.0.5 Candidates who have obtained direct PG degree from an Open University are NOT eligible for admission to Research Programmes.
- 2.0.6 The candidates working in organizations viz. Industries, Research and Educational Institutions in and around Coimbatore are eligible to enroll for Part-Time (PT) Ph.D. Programme.
- 2.0.7 The Part Time research scholars have to report to the guide once in a month till they submit their dissertation/Thesis.

### 3.0. Admission

- 3.0.1 Admission for M.Phil/Ph.D. programme shall be made on Half yearly basis viz. January and July. The admission shall be based on the criteria notified by the Institution, keeping in view the guidelines/norms issued by the UGC and other statutory bodies concerned and taking into account the reservation policy of the State Government and the number of vacancies available with each recognized guides of the Department concerned.

### 4.0. Selection Procedure

- 4.0.1 The candidates will be selected for admission to M.Phil/Ph.D programmes based on the performance in the **Entrance Test** and **Interview** conducted to assess the aptitude of the candidate for research, subject to satisfying the eligibility conditions. The candidates who have passed SLET/NET/JRF-CSIR/GATE/teacher fellowship holder/Rajiv Gandhi fellowship or a similar fellowships in the subject concerned shall be exempted from Entrance Test. However they have to attend the interview. The M.Phil., qualified candidates have to undergo both Entrance Test as well as Interview. Once the candidate clears both test and interview, he/she will be given a Certificate to that effect which is valid for three consecutive years. As and when vacancy arises in the respective department he/she will be accommodated.
- 4.0.2 The Karpagam Academy of Higher Education shall maintain the list of all the M.Phil. / Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor / co-supervisor and date of enrolment / registration.

4.0.3 The candidates selected for admission to the M.Phil/Ph.D. programme shall be required to submit attested copy of the certificates along with the original certificates with 3 passport size recent Photo. The original certificates will be returned immediately after verification.

4.0.4 A candidate shall be qualifying in the Entrance Test for admission to Ph.D programme with qualifying marks of 50%. However, a relaxation of 5% of marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/OBC (Non- Creamy layers) as amended by UGC Ph.D Regulations 2018.

4.0.5 Provided that for selection of candidates, a weightage of 70% to the entrance test and 30% to the performance in the interview shall be given.

## **5.0 Subject of Registration**

The candidates seeking admission to M.Phil/Ph.D. have to register in their **PG subject concerned only**.

## **6.0 Interdisciplinary Research**

Candidates holding PG Degree are permitted to register for research programmes in interdisciplinary areas in various Departments related to the subject of study in their PG Degree and the degrees will be awarded in the field of Research and Interdisciplinary with the relevant core subjects obtained in the PG Degree. For instance a M.Com candidate who has done his Ph.D in Management, the degree will be awarded as Ph.D in Commerce (Inter disciplinary - Management)

## **7.0. Duration of the Programme**

7.0.1 M.Phil programme shall be for a minimum duration of two (2) consecutive semesters/one year and a maximum of four (4) consecutive semesters / two years.

7.0.2 Ph.D Programme shall be for a minimum duration of three years, including course work and a maximum of six years.

7.0.3 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute/Ordinance of the institution.

7.0.4 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil and two years for Ph.D. in the maximum duration. In addition, the women candidates shall be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil/Ph.D. for upto 240 days.

7.0.5 In case of relocation of an M.Phil / Ph.D. women scholar due to marriage or otherwise, with consent of the guide the research data shall be allowed to be transferred to the Institution to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

## **8.0 Conversion of Ph.D.from Full-Time to Part-Time or Part-Time to Full-Time**

The Full-Time (FT) regular Ph.D., candidate, during the course of the research programme, may convert Full-Time into Part-Time on the recommendation of the Research Guide. Subject to fulfilment of conditions stipulated for part-time programme. In case, the Part-Time candidate wishes to convert from Part-Time to Full-Time, the candidate may convert into Full-Time with the recommendation of the Guide and all regulations of Full-Time scholars will apply to such candidate. A fee of Rs.2000/- has to be paid towards the conversion for both part-time to full –time and vice –versa.

## **9.0. Modification of Topic**

Modification of topic of research by the candidate is permitted. A fee of Rs.2000/- has to be paid for a change of topic of research. The time limit fixed for change of topic of research in Ph.D. Programme is upto final DCM prior to submission of synopsis.

## **10.0 Language**

The Ph.D., Part I course work and Part II synopsis / thesis must be written in English for subjects other than languages. In Astrology Ph.D Thesis may be submitted in Tamil as a special case on the request of the candidate.

## **11.0 .Eligibility criteria to be a Research Supervisor:**

- 11.0.1 i) The faculty member who is applying for recognition as a Guide has to publish two research papers in the peer reviewed journals after submission of thesis.
- ii) The scholar shall be awarded Ph.D degree in the Department where he/she has registered. However, the Guide may be from any other related Department of the Institution.
- iii) Guideship can be given to a faculty by considering his parent department. In case he wants guideship from other department based on his research work, then the faculty has to produce relevant publications which are to be placed for its consideration and approval in the Board of studies of the Department in which he has requested Guideship.
- 11.0.2 Provided that in area/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
- 11.0.3 Only a full time regular teacher of the Karpagam Academy of Higher Education can act as a Supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Doctoral Committee.
- 11..0.4 A Research Supervisor / Co-Supervisor who is a Professor, at any given point of time, cannot guide more than 3 M.Phil. and 8 Ph.D. scholars. An Associate Professor as Research Supervisor can guide upto a maximum of 2 M.Phil. and 6 Ph.D. scholars and an Assistant Professor as Research Supervisor can guide upto a maximum of 1 M.Phil. and 4 Ph.D. scholars.

## **12.0 Change of Guide**

Transfer of Ph.D scholars from one supervisor to another supervisor shall be permitted. In the case of change of Supervisor or transfer of candidates is proposed without the consent of any one of the parties concerned the matter shall be referred to a committee constituted with the Chairperson Board of Studies (PG) in the subject concerned and a subject expert nominated by the Vice-Chancellor, whose decision shall be final. A fee of Rs. 2000/- has to be paid towards the change of guide.

## **13.0 Doctoral Committee**

There shall be a Doctoral Committee for every M.Phil/Ph.D scholar to monitor the progress of his/her research work. For every scholar, the Supervisor shall furnish a Panel of three experts with doctoral qualification who have produced Doctoral Degree in the field of proposed research, from the faculty members of the Institutions / Colleges / Experts from R & D Departments / National Laboratories and any other research laboratories, from whom one will be nominated as a member. The Supervisor of the scholar shall be the convener of the Doctoral Committee. The co-guide, if applicable, shall also be a member. In the absence of Research Supervisor the Co-guide can be the convener of the Doctoral Committee. The Head of the Department concerned with Ph.D qualification shall be an internal member. If the HOD is the Supervisor, the next senior faculty with Ph.D Degree shall be the member. If a Doctoral Committee member is away from his/her place of work for a longer period, the Supervisor shall request for an alternate member from the Panel of experts submitted.

### **13.0.1 Functions of Doctoral Committee**

- (i) To review the research proposal and finalize the topic of research;
- (ii) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- (ii) To periodically review and assist in the progress of the research work of the research scholar.

The Doctoral Committee Meeting (DCM) shall be conducted once in six months for a research scholar in the Karpagam Academy of Higher Education campus. The scholar has to make a presentation in the DCM along with the supporting documents like observation note book / evidence of data collection etc.

The first Doctoral Committee of a scholar which shall be conducted within one month from the date of registration shall decide the topic of research, work plan and the course work to be undertaken by the scholar. The Doctoral Committee shall also submit a Panel of three Experts from recognized institutes (other than Parent Institution) along with their CV for question paper setting and evaluation relating to Part –I Examinations.

The second DCM shall be conducted only after the candidate successfully completes the Part-I – Course work. The scholar shall be permitted for pre-submission presentation after recommended by the Final Doctoral Committee Meeting. The synopsis to be submitted only after the successful completion of pre-submission presentation. The time gap between the date of pre-submission and the date of submission of synopsis shall be atleast one month.

In case the progress of the research scholar is not satisfactory, the Doctoral Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to carry out those corrective measures, the Doctoral Committee may recommend to the Institution with specific reasons for the cancellation of his/her registration.

#### **14.0 Course of Study:**

The course of study of M.Phil/Ph.D programme consists of Part I Course work and Part II Research work.

##### **14.0.1 Part I : Course Work**

Course work comprises the following three theory papers.

Paper I : Research Methodology and Pedagogy

Paper II : Subject Paper

Paper III : Special Paper (Research Area)

14.0.2 The course work shall be treated as a prerequisite for M.Phil./Ph.D. preparation. The credit assigned to the M.Phil. or Ph.D. course work shall be 12 credits For Paper I on Research Methodology and Pedagogy a minimum of four credits shall be assigned which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc.

Paper II Subject Paper and paper III Special Paper shall be advanced level courses and carry 4 credits each. The total number of special papers in each discipline shall be 10. The candidate has to select one among the 10, in consultation with the guide.

14.0.3 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Doctoral Committee. The candidates shall have to attend classes for 60 contact hours for each paper and a minimum of 80 percent attendance is required to become eligible for the examination. The scholar is required to write all the three courses within six months from the date of registration, but has to pass all the courses within a maximum of one and half years (three attempts). If the scholar fails to complete course work within one and half years (three attempts) his/her registration will stand automatically cancelled.

14.0.4 Candidates already holding M.Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. in Karpagam Academy of higher education and have been permitted to proceed to the Ph.D in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D programme shall be required to complete the Ph.D. course work prescribed by the Department.

14.0.5 The Part-Time Candidates shall have to attend classes for 60 contact hours for each paper which shall be conducted in the month of April/May and November/December and a minimum of 80 percent attendance is required to become eligible for the examination. The scholar is required to write all the three courses within one year from the date of registration, but has to pass all the courses within a maximum of two

years (three attempts). If the scholar does not complete course work within two years (three attempts) his/her registration will stand automatically cancelled.

14.0.6 A M.Phil./Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale in the course work in order to be eligible to continue the programme and submit the dissertation/thesis.

14.0.7 The pattern of question paper for course work for M.Phil and Ph.D programmes shall be as given below

### **PATTERN OF QUESTION PAPER (COMMON FOR FASH/FOE/FOA/FOP)**

(For Course Work in M.Phil / Ph.D Programme)

**Part – A** (5 X 7 = 35 marks)

(Answer any FIVE out of Seven)

**Part – B** (5 X 10 = 50 marks)

(Answer any FIVE out of Seven)

**Part – C** (1 X 15 = 15 marks)

(Compulsory Question)

#### **14.1. Part II : Research Work**

The M.Phil/Ph.D candidates shall select a original research topic within the chosen area of research specialization. At the end of the minimum period of duration the candidates are eligible to submit the dissertation/thesis.

#### **15.0 Publication of Articles**

Before sending the articles for publication, the article/manuscript is to be submitted to Karpagam Academy of Higher Education Scrutiny committee for language and technical scrutiny with a fee of ₹300 per article. After publication, the candidate has to submit the copy of his/her article to the members of the Doctoral Committee.

**15.0.1** Minimum of 2 manuscripts are to be published

#### **15.1 Condition for submission of dissertation/thesis:**

M.Phil scholars have to present atleast one research paper in a conference/seminar and Ph.D scholars publish atleast Two research papers in Scopus/Pubmed/Peer reviewed/EBSCO/Thomson Reuter refereed journal and two paper presentation in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of submission of Certificates and / or reprints.

#### **16.0 Pre-Submission Presentation**

The Pre-submission will be permitted only when the research scholar has either published his/her article or it has been accepted for publication provided the date of publication of the article is given in the acceptance letter for publication in an approved Journal. All the published papers by the scholar shall have name of the guide and Karpagam Academy of

Higher Education. Papers without the name of the guide and Karpagam Academy of Higher Education will not be accounted. The Research Scholar should be one among the first two authors in the paper.

Prior to submission of the synopsis, the scholar shall make Pre-submission presentation in the Karpagam Academy of Higher Education and it is open to all faculty members and research students, and their feedback and comments if any may be suitably incorporated in the draft dissertation / synopsis and thesis in consultation with Doctoral Committee. A notification may be issued to all the Departments regarding the same. The report in the prescribed format shall be forwarded by the Guide to the Director, Research on the same day along with the Certificate of bonafide research work done.

### **17.0. Plagiarism:**

17.0.1 The research scholar has to submit his/her synopsis and thesis/dissertation to the Karpagam Academy of Higher Education for checking plagiarism on payment of prescribed fee. If the percentage of plagiarism is more than 10% the thesis will not be accepted for submission.

Plagiarism Percentage of 10% holds good also for manuscripts and synopsis

17.0.2 Further while submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting the originality of the work, vouching that the plagiarism only 10% and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or any other Institution.

17.0.3 In any case of scholars has committed an act of plagiarism with more than 10%, his/her Thesis / degree shall be withdrawn and his / her registration shall be cancelled and also he / she shall be debarred to register for any other programme in the Karpagam Academy of Higher Education. Appropriate legal action shall also be initiated.

17.0.4 Guideship of the Supervisor will also be withdrawn.

### **18.0. Submission of Synopsis**

The research scholar who has successfully completed the course work alone is eligible to submit the synopsis. He/she shall be permitted to submit the synopsis during the last quarter of the eligible minimum period on the recommendation of the Final Doctoral Committee Meeting and after Pre-submission Presentation. The research scholar shall submit five copies of synopsis with a soft copy of the Ph.D. work along with prescribed application through the Guide to the Controller of Examinations. Synopsis shall be accepted only when the Panel of Examiners is submitted to Controller of Examinations. In case the panel is exhausted, the Vice Chancellor can either call for a fresh panel of examiners from the Guide or nominate examiner(s).

### **18.1 Submission of Dissertation / thesis**

Five copies of thesis with flexible cover along with soft copy (PDF format) shall be prepared in accordance with the format and specifications prescribed. Thesis shall be submitted together with the prescribed application form along with the prescribed fee, within three months from the date of submission of the synopsis.



All the Ph.D., scholars are encouraged to submit their thesis within the stipulated time period. However, for those candidates who have submitted synopsis but unable to submit the thesis within the stipulated period, an extension of three months will be allowed on payment of Rs. 2000/- as extension fee. If the candidate fails to submit within the extension period of three months, he / she has to pay full year fee for all the years till he / she submits the thesis.

### **19.0 Evaluation of the Dissertation/Thesis**

- 19.0.1 Upon satisfactory completion of course work and obtaining the marks/grade prescribed in above point No.13 Part I Course work i.e M.Phil/Ph.D candidate has to obtain a minimum of 55% marks or its equivalent grade in UGC 7 point scale in course work, as the case may be, the M.Phil/Ph.D. scholar shall be required to undertake research work.
- 19.0.2 The M.Phil. dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of the Institution. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be opened to DC Members, all faculty members of the Department, research scholars and other interested experts/researchers.
- 19.0.3 The Ph.D. thesis submitted by a research scholar shall be evaluated by three external examiners, who are not in employment of the Institution, of whom one examiner may be from outside the country, second may be of outside Tamilnadu and the third from Tamilnadu  
Panel of Examiners submitted by the Supervisors/guide shall comprise of 4 Foreign Examiners not working on contract basis and 6 from India preferably one examiner from each state.  
It is preferable to suggest examiners not below the rank of a Associate Professor and working in State/Central and Deemed to be Universities.  
The *viva-voce* shall be conducted by the Research Supervisor and atleast by one of the two external examiners, on the critiques given in the evaluation report. It shall be open to DC Members, all faculty members of the Department, research scholars and other interested experts/researchers.
- 19.0.4 The public *viva-voce* of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the *viva-voce* examination. If the evaluation report of the external examiner in case of M.Phil. dissertation, or one of the evaluation reports of the external examiner in case of Ph.D.thesis, is not satisfactory and does not recommend *viva-voce*, the Institution shall send the dissertation/thesis to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the fourth examiner is satisfactory. If the report of the fourth examiner is also not satisfactory, the dissertation/thesis shall be rejected and the research scholar shall be declared not eligible for the award of the degree.
- 19.0.5 Each member of the Board shall adjudicate the thesis and shall submit a detailed report as given in the prescribed form on the merits and demerits of the thesis and finally explicitly indicate whether the thesis is Recommended or Recommended for Resubmission or Not Recommended.

- 19.0.6 If the Karpagam Academy of Higher Education does not get the evaluation report from the examiner even after the second reminder within 90 days, another examiner will be appointed from the panel of examiners.
- 19.0.7 As soon as the reports of evaluation are received from the examiners by the Karpagam Academy of Higher Education, they shall be sent to the Guide (Chairman) for consolidation of the reports.
- 19.0.8 If the examiners insist on corrections to be made in the thesis, the same shall be made before appearing for the Public viva-voce examination, along with a certificate as given below from the guide that the corrections have been satisfactorily carried out.

### CERTIFICATE

This is to certify that all corrections, modifications suggested by the examiners of the thesis entitled, “.....” submitted by Mr./Ms..... have been incorporated and resubmitted. The thesis **may** be accepted.

**Signature of the Guide**

- 19.0.9 In case of a thesis, which has not been specifically ‘recommended’ or ‘not recommended’ but revision and resubmission is suggested, the thesis shall be revised and the thesis duly certified by the Guide be sent to the same examiner who has suggested the revision for obtaining the recommendation.
- 19.0.10 The time-limit to resubmit the revised thesis, as per the suggestions for revision and resubmission of thesis by the examiner(s) shall not exceed twelve full months. A candidate shall not ordinarily be permitted to submit the thesis for the degree or to take the public viva-voce examination on more than two occasions.
- 19.0.11 The **first notification** for Ph.D. viva-voce examination may be issued only after the research guide of the candidate, receives the approval from the Karpagam Academy of Higher Education authorities to issue the first notice.
- 19.0.12 15 clear days may be required to be given for issue of the **second notification** from the date of the first notification. Similarly 15 clear days are required to be given for conducting the public viva-voce examination from the date of issue of the second notification.
- 19.0.13 The Guide shall fix the date and time of the viva-voce examination in consultation with the External Examiner appointed by the Karpagam Academy of Higher Education and Head of the Department concerned for conducting the public viva-voce examination. After conducting the public viva-voce, the Guide shall convey

to the Karpagam Academy of Higher Education, the result of such examination endorsed by the External Examiner along with list of participants, for the award of Ph.D.

19.0.14 A candidate who is not successful at the Public viva-voce examination may be permitted to undergo the Public viva-voce second time, within a period of three months but not before one month after the first viva-voce.

19.0.15 After the successful completion of viva-voce the candidate has to submit a soft copy of the approved thesis / dissertation in PDF format for the purpose of uploading it in Shodhganga. If the candidate fails to submit, he / she will not be awarded the degree.

### **20.0.Treatment of Ph.D/M.Phil through Part-time**

Part – time Ph.D will be allowed provided all the conditions mentioned in the extant Ph.D Regulations are met.

### **21.0 Award of the Degree**

A candidate who is successful in the Public viva-voce examination shall be declared to have qualified for the award of M.Phil / Ph.D. degree of Karpagam Academy of Higher Education. Prior to actual award of the degree, the Karpagam Academy of Higher Education shall issue a provisional certificate.

The Provisional Certificate shall have to clearly specify that the M.Phil / Ph.D degree is awarded as per the UGC(Minimum Standards and Procedure for Award of M.Phil./Ph.D Degrees) Regulations 2016.

### **22.0. Cancellation of Registration**

The registration of a research scholar shall stand automatically cancelled if -

22.0.1 the research scholar has not paid the prescribed fee within the stipulated time ;

22.0.2 if the Full-Time candidate has not completed his course work within one and half years (three attempts) and Part-Time candidates within two years (three attempts)

22.0.3 the progress report is not submitted consecutively or the progress reports are not satisfactory as decided by the Doctoral Committee ;

22.0.4 the maximum period stipulated for the programme exceeded ; and

22.0.5 the research scholar withdraws from the course voluntarily.

In all the above cases, the fees paid by the research scholar shall be forfeited. However such candidates may be permitted for fresh registration.

### 23.0. Re-Registration

Candidates who have not submitted the thesis at the end of the maximum period, may be permitted to apply for re-registration under the same Guide on the same topic on the recommendation of the Research Guide after paying the prescribed fee (Regular Annual Fee + Rs.12,500/-). In such instances, the re-registered candidates shall be permitted to submit the thesis within two years.

For Re-Registered candidates with change of Supervisor and / or area of research the required period would be similar to that of freshly registered candidates.

### 24.0. Publication of the thesis

The thesis may be published on the recommendation of the guide in the format as given below and after getting permission from the Karpagam Academy of Higher Education. At least ten copies of the published work should be given to the Karpagam Academy of Higher Education at free of cost. Permission for publication of the thesis should be obtained within FIVE years of the award of the degree. All the publications arising out of the research work shall have the name of Karpagam Academy of Higher Education. Due credit shall be given to the Karpagam Academy of Higher Education and Guide if any patent is filed out of the work undertaken during the period of research.

#### [CERTIFICATE]

This is to certify that the thesis entitled, “.....” submitted by Mr. / Ms. .... does not contain any objectionable material and is a record of original and independent research work done by him/her. Hence the thesis is fit for publication, if the candidate so desires.

**Signature of the Guide**

### 25.0. Conferment of the Degree

Candidates who qualify for the M.Phil/Ph.D. degree shall be awarded the degree in the discipline in which he/she has registered. In the case of interdisciplinary candidates the degree will be awarded in the name of the interdisciplinary subject and also the word “Interdisciplinary in Subject” shall be mentioned in the degree certificate along with the title of the thesis.

# PREPARATION AND SUBMISSION OF DISSERTATION

## PREPARATION OF SYNOPSIS

Synopsis should outline the research problem, the methodology adopted and the summary of the findings. The synopsis should not exceed 10 pages from the first page to the last page including the List of Publications. The sequence in which the Synopsis should be arranged is as follows:

1. Cover Page and Title page (as shown in the Annexure I)  
(Page No.19 & Page No.20)
2. Text divided into suitable Headings (numbered consecutively)
3. References
4. List of Publications (those published / accepted for publication in Journals and papers presented in Conferences / Symposia)
5. Standard A4 size (297mm x 210mm) paper shall be used for preparing the copies.

Top edge : 30 mm

Bottom edge : 30 mm

Left side : 35 mm

Right side : 25 mm

The Synopsis should be prepared on good quality white bond paper preferably not lower than 80 gsm. One and a half spacing should be used for typing the general text. The general text shall be typed in Font Style Times New Roman and Font Size 12. All page numbers (Arabic numbers) should be typed without punctuation on the upper right hand corner. Synopsis should be bound using flexible cover of thick white art paper. The cover should be printed in black letters and the text for printing should be identical to what has been prescribed for the title page. References, if any cited in the text of the Synopsis, should be listed at the end of the Synopsis under the heading “REFERENCES” as per the following format:

## REFERENCES

**i. References cited from published research papers should be in the following format:**

**a. Single author**

Wattenberg, L.W., 2008. Chemoprevention of cancer. *Cancer Research.*, 45:1-8.

**b. Two authors**

Defendi, V. and B. Pearson, 2012. Quantitative estimation of succinic dehydrogenase activity in a single microscopic tissue section. *Journal, Histochemistry, Cytochemistry*, 3: 61-64.

**c. More than two authors**

Kristan K., M. Kotnik, M. Oblak and U.J. Urleb, 2009. New high-throughput fluorimetric assay for discovering inhibitors of UDP-N-acetylmuramyl-l-alanine: d-glutamate (MurD) Ligase. *Biomol. Screen*, 14 (4): 412-418.

**ii. References cited from a published book**

Vuković-Gačić, B. and D. Simić, 2010. Identification of natural antimutagens with modulating effects on DNA repair, In: *Antimutagenesis and anticarcinogenesis mechanisms III* (Eds. G. Bronzzeti, H. Hayatsu, S. De Flora, M.D. Waters and D.M. Shankel), Plenum Press, New York, 269-277.

**iii. References cited from approved Thesis / Dissertation**

Ratnakar, P., 2012. Biochemical studies of *Allium sativum* Linn. (Garlic). Ph.D., Thesis, Delhi University. P. 87.

## PREPARATION OF THESIS

**(A). General**

In general, the Thesis shall be presented, in an organized and scholarly fashion, the original research work of the research scholar.

**(B). Size of Thesis**

The size of the Thesis should not exceed 250 pages of typed matter reckoned from the first page of Chapter 1 to the last page of the Conclusion Chapter exclusive of tables, photographs, figures, references & appendices.

**(C). Sequence of the Contents of the Thesis**

The sequence in which the Thesis material should be arranged is as follows:

- i. Cover Page and Title page (as shown in Annexure II) Page 21 & Page 22
- ii. Bonafide Certificate (as shown in Annexure III)
- iii. Declaration and Certificate from the guide and co-guide (if any) (as shown in Annexure IV & V) Page 23 & Page 24

- iv. Acknowledgement
- v. Table of Contents
- vi. List of Symbols and Abbreviations.
- vii. Abstract
- viii. Chapters
- ix. References
- x. Appendices
- xi. List of Publications- only title of the paper with ISSN and other details.

#### **(D). Page Dimensions and Margin**

The dimensions of the final bound Thesis report (5 copies) should be 290 mm x 205mm.

Page margins :

Tables and Figures should conform to the margin specifications. Large sized figures may be as it is or otherwise reduced to the appropriate size before insertion.

E(i) Bonafide Certificate - The Bonafide Certificate shall be typed in **double line spacing** using Font Style Times New Roman and Font Size 12 as per the format shown in Annexure III. The certificate shall carry the Supervisor's signature and shall be followed by the Supervisor's name, academic designation, department and full address of the institution where the Supervisor has guided the research scholar.

E(ii) Acknowledgement - It should be brief and should not exceed two pages when typed in double spacing. The scholar's signature shall be made at the bottom right end above his / her name typed in capitals.

E(iii) Table of Contents - The Table of contents should list all captions from items v to xi following it. The title page, Bonafide Certificate and Declaration Certificate will not find a place among the items listed in the Table of Contents but the page numbers must be typed in lower case Roman letters in all the pages (excepting No. i on the Title page). One and a half spacing should be adopted for typing the matter under Table of Contents.

E(iv) List of Symbols and Abbreviations - One and a half spacing should be adopted for typing the matter under this head. Standard symbols, abbreviations, etc. should be used. The list should be arranged alphabetically with respect to the contents on the right side.

E(v) Abstract - Abstract should be an essay type of narration not exceeding four pages outlining the research problem, methodology used for solving it and a summary of the findings. This shall be typed in double line spacing using Font Style Times New Roman and Font Size 12.

E(vi) Chapters - The chapters may be broadly divided into Introduction, Review of Literature, Material and Methods, Results, Discussion, Summary and References.

- a. Each chapter should be given an appropriate title.
- b. Tables and Figures in a chapter should be placed in the immediate vicinity of the reference where they are cited.
- c. Footnotes should be used sparingly. They should be typed single space and placed directly underneath in the very same page which refers to the material they annotate.

E(vii) List of References - The listing of references cited in the text should be typed in single line spacing starting from 4 line spaces below the heading "REFERENCES." The reference material should be listed in the alphabetical order of the first author of each reference. The name of the author / authors should be immediately followed by the other details and year. The cited references in the Text should be listed "REFERENCES" as per the specified format:

E(viii) Appendices - Appendices are provided to give supplementary informations relevant to the research work done by the candidate.

E(ix) List of Publications – Reprints / Photostat copies of research papers already published / accepted for publication in Journals are to be attached in chronological orders and these pages need not be numbered. The heading "List of Publications" alone must find a place in the Table of Contents without page numbers for this item only.

E(x) Tables and Figures – "Table" means tabulated numerical data in the body of the Thesis as well as in the appendices. All other non-verbal material used in the body of the Thesis and appendices such as charts, graphs, maps, photographs and diagrams may be designated as Figures.

- a. A Table or Figure including caption should be accommodated within the prescribed margin limits and appear on the page following the page where their first reference is made.
- b. Tables and Figures on half page or less in length may appear on the same page along with the text. However, they should be separated from the text both above and below by triple spacing.
- c. All Tables and Figures should be prepared on the same paper or material used for the preparation of the rest of the Thesis.
- d. Two or more small Tables or Figures may be grouped if necessary in a single page.
- e. Wherever possible, the photograph(s) shall be reproduced on a full sheet of photographic paper or colour xerox.
- f. More than one photograph can be included in a page.
- g. Samples of Fabric, Leather, etc., if absolutely necessary may be attached evenly in a page and fixed/pasted suitably and should be treated as Figures.



## F. TYPING INSTRUCTIONS

### General

This section includes additional information for final typing of the Thesis. The impressions on the typed / photostated / printed copies should be black in colour.

A sub-heading at the bottom of a page must have at least two full lines below it or else it should be carried over to the next page.

The last word of any page should not be split using a hyphen. One and a half spacing should be used for typing the general text. The general text shall be typed in Font Style Times New Roman and Font Size 12. Single spacing should be used for typing:

- (i) Long Tables
- (ii) Long quotations
- (iii) Foot notes
- (iv) Multiline captions
- (v) References

All quotations exceeding one line should be typed in an indented space – the indentation being 15 mm from either side of the margin.

### G(i) Page Numbering

All page numbers (small case Roman numerals or Arabic numbers) should be typed without punctuation on the **upper right hand corner** 20 mm from the top with the last digit of the number in line with the right hand margin. The preliminary pages of the Thesis (such as Title page, Bonafide Certificate, Declaration and Certificate, Table of Contents, Acknowledgement, List of Symbols and Abbreviations and Abstracts) should be numbered in lower case Roman numerals. The Title page will be numbered as (i) but this should not be typed on the page. The page immediately following the Title page shall be numbered as (ii) and it should appear **at the top right hand corner** as already specified. Pages of main text, starting with Chapter 1 should be consecutively numbered using Arabic numerals.

### G(ii) Numbering of Chapters, Divisions and Sub-Divisions

The numbering of chapters, divisions and sub-divisions should be done using Arabic numerals only and further decimal notation should be used for numbering the divisions and sub-divisions within a chapter. For example, sub-division 4 under division 3 belonging to chapter 2 should be numbered as 2.3.4. The caption for the sub-division should immediately follow the number assigned to it.

Every chapter beginning with the first chapter should be serially numbered using Arabic numerals. Appendices, included if any, should also be numbered in an identical manner starting with Appendix 1.

### **G(iii) Numbering of Tables and Figures**

Tables and Figures appearing anywhere in the Thesis should bear appropriate numbers. The rule for assigning such numbers is illustrated by an example. Thus, if a Figure in Chapter 3, happens to be the fourth then assign 3.4 to that Figure. Identical rules apply for Tables except that the word Figure is replaced by the word Table. If Figures (or Tables) appear in appendices then Figure 3 in Appendix 2 will be designated as Figure A 2.3. If a table is to be continued into the next page this may be done, but no line should be drawn underneath an unfinished Table. The top line of the Table continued into the next page should, for example read Table 2.1 (continued) placed centrally and underlined.

### **G(iv) Numbering of Equations**

Equations appearing in each Chapter or Appendix should be numbered serially, the numbering should commence afresh for each Chapter or Appendix. Thus, for example, an equation appearing in Chapter 3, if it happens to be the eighth equation in that Chapter should be numbered as (3.8) thus: (3.8) While referring to this equation in the body of the Thesis it should be referred to as Equation (3.8).

## **H. BINDING SPECIFICATIONS**

Thesis should be bound with **black calico cloth** and using flexible cover of thick white art paper. The cover should be printed in black letters and the text for printing should be identical to what has been prescribed for the title page.

Soft copy of the Thesis (PDF format) written in CD (2 Nos.) should be submitted for Karpagam Academy of Higher Education archives.

### **Revision of Regulation**

The Karpagam Academy of Higher Education may from time to time revise, amend or change the Regulations, Scheme of Examinations and Syllabi if found necessary.

**ANNEXURE I**  
**Specimen of Cover Page and Title Page**  
<Font Style Times New Roman>

**ANTIOXIDANT ACTIVITY OF INDIAN MEDICINAL PLANTS  
FROM WESTERN GHATS**

Font Size 18> <1.5 line spacing>

**SYNOPSIS**  
<Font Size 14>

*Submitted by*  
<Font Size 14> <Italic>

**RAGHAVENDRA S A**  
<Font Size 16>

*in partial fulfilment of the requirements for the award of the degree of*  
<Font Size 14> <Italic> <1.5 line spacing>

**DOCTOR OF PHILOSOPHY**  
<Font Size 16>

IN

**BIOTECHNOLOGY**  
<Font Size 14>



**DEPARTMENT OF BIOTECHNOLOGY**

**KARPAGAM ACADEMY OF HIGHER EDUCATION**  
(Deemed to be University)

(Established Under Section 3 of UGC Act, 1956)

**COIMBATORE-641 021**

**TAMILNADU, INDIA**

<Font Size 16><1.5 line spacing>

**July 2019**  
<Font Size 14>

# **ANTIOXIDANT ACTIVITY OF INDIAN MEDICINAL PLANTS FROM WESTERN GHATS**

**SYNOPSIS**

*Submitted by*

**RAGHAVENDRA S A**

*in partial fulfilment of the requirements for  
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**IN**

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**(Established Under Section 3 of UGC Act, 1956)**

**COIMBATORE-641 021**

**TAMILNADU, INDIA**

**July 2019**

**ANNEXURE II**

**Specimen of Cover Page and Title Page**

<Font Style Times New Roman>

**ANTIOXIDANT ACTIVITY OF INDIAN MEDICINAL PLANTS  
FROM WESTERN GHATS**

Font Size 18> <1.5 line spacing>

**THESIS**

<Font Size 14>

*Submitted by*

<Font Size 14> <Italic>

**RAGHAVENDRA S A**

<Font Size 16>

*in partial fulfilment of the requirements for the award of the degree of*

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**July 2019**

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**COIMBATORE-641 021**

**TAMILNADU, INDIA**

**JULY 2019**

**ANNEXURE III**  
**Specimen of Bonafide Certificate**  
<Font Style Times New Roman>

**KARPAGAM ACADEMY OF HIGHER EDUCATION**  
**COIMBATORE-21**  
<Font Size 16>

**BONAFIDE CERTIFICATE**  
<Font Size 14>

<Font Size 12>

Certified that this Thesis entitled “**ANTIOXIDANT ACTIVITY OF INDIAN MEDICINAL PLANTS FROM WESTERN GHATS**” is the bonafide work of Mr.RAGHAVENDRA S.A. who carried out the research under my supervision.Certified further, that to the best of my knowledge the work reported herein does not form part of any other thesis or dissertation on the basis of which a degree or award was conferred on an earlier occasion in this or any other scholar.

<<Signature of the Joint Supervisor>>  
<<Name>>  
JOINT SUPERVISOR  
<<Designation & Address >>  
(If applicable)

<<Signature of theSupervisor>>  
<<Name>>  
SUPERVISOR  
<<Designation & Address >>

**ANNEXURE IV**

**Specimen of Declaration**

<Font Style Times New Roman>

**DECLARATION**

<Font Size 16>

<Font Size 12>

I ..... hereby declare that the thesis entitled “.....” submitted to the Karpagam Academy of Higher Education, in partial fulfillment of the requirements for the award of the Degree of Doctor of Philosophy in ..... is a record of bonafide and independent research work done by me during the period from ..... to..... under the supervision and guidance of Dr. .... Department of ..... and it has not formed the basis for the award of any Degree / Diploma / Associate ship / Fellowship or other similar title to any candidate in Karpagam Academy of Higher Education so far.

**Signature of the Candidate**



**ANNEXURE V**

**Specimen of Certificate**

<Font Style Times New Roman>

**CERTIFICATE**

<Font Size 16>

<Font Size 12>

This is to certify that the Dissertation / thesis entitled “ .....”  
submitted to the Karpagam Academy of Higher Education, in partial fulfillment of the  
requirements for the award of the Degree of Master of Philosophy / Doctor of Philosophy in  
..... is a record of bonafide research work done by Mr. / Ms.  
..... during the period from ..... to  
..... of his / her study in the Department of  
..... at .....

(Karpagam Academy of Higher Education / Research Institute / ..... ) under my  
supervision and guidance and the thesis has not formed the basis for the award of any Degree /  
Diploma / Associate ship / Fellowship or other similar title to any candidate of Karpagam  
Academy of Higher Education so far.

**Countersigned  
Head of the Department**

**Signature of the Guide**

**Signature of the Co-Guide  
(if applicable)**

# FORMAT I



## KARPAGAM ACADEMY OF HIGHER EDUCATION

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Email : info@karpagam.com      Web : [www.kahedu.edu.in](http://www.kahedu.edu.in)

---

R/Acad/Ph.D/2011/

Date:

To

All Head of the Departments / Research Guides / Research Scholars

### **PRE-SUBMISSION PRESENTATION OF RESEARCH REPORT - NOTIFICATION**

I am by direction to inform you that a Pre-submission Presentation of the M.Phil., dissertation / Ph.D., thesis is arranged for the candidate ----- whose research work is entitled “-----“. A copy of the summary is placed in the hall for reference. All members of faculty, experts and all interested persons are requested to attend the aforesaid Pre-submission Presentation.

Venue :

Date and Time:

**Registrar**

## FORMAT II



## KARPAGAM ACADEMY OF HIGHER EDUCATION COIMBATORE-21

DEPARTMENT OF \_\_\_\_\_

### Pre-submission Presentation Report

1. Name of the Research Scholar :
2. Programme :
3. Department (Subject) :
4. Name, designation & Address of the Research Guide :
5. Presentation date & Venue :
6. Number of members present in the presentation (enclose the attendance sheet) :
7. Comments from the audience (additional sheets may be used) :
8. Comments of the Guide (additional sheets may be used) :
9. After the Pre-submission Presentation whether the scholar may be permitted to submit the synopsis :

Signature of the candidate

Signature of the Guide

Signature of the Head of the Department

Signature of the Dean

**FORMAT III**



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---

**Pre-Submission Presentation**

**CERTIFICATE**

Name & Regn. No. of the Scholar : .....

Subject : .....

Date of Pre-submission Presentation : .....

Certified that the above research scholar under my guidance has presented his/her research work during Pre-Submission Presentation and his/her presentation is .....

All the suggestions made by the participants are taken into consideration and important suggestions will be included in the thesis entitled,

“.....

.....

”

Signature of the Guide

## FORMAT IV



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---

### **SUBMISSION OF Ph. D. THESIS / M.PHIL DISSERTATION** **CHECK LIST**

1. Name of the scholar with Regn. No. : Session.:  
(Enclose a copy of Registration Communication)
2. Department :
3. (a) Whether the minimum period completed? : Yes/No  
(b) If extension obtained, attach particulars :
4. Whether course fee paid for all the years: : Yes/No  
(Attach No Dues Certificate)
5. Details of the Part I Course work : Completed/  
Fully Exempted/ Paper I &  
II exempted (Enclose necessary  
documents) and Paper III completed
6. Number of DC Meetings attended :
7. Total No. of Half Yearly reports submitted :
8. No. of Half Yearly Presentations made :
9. No. of Annual Research Congress attended :
- 10\*.No of Papers published by the scholar  
(Attach copies of reprints) :
11. Whether submission of synopsis is recommended  
by the Doctoral Committee and date of DCM :

---

(PTO)

12. Date of Pre-submission Presentation made :  
(Attach a certificate from the guide duly  
Countersigned by the HOD)

13. Date of Submission of Synopsis :

14. Date of submission of Thesis / Dissertation :

**Signature of the  
candidate**

**Signature of the  
Guide**

**Signature of the  
HOD**

15. Recommendation for submission : **Recommended / Not recommended**

**Director Research**

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## HALF YEARLY PROGRESS REPORT OF RESEARCH SCHOLARS

(To be submitted once in six months)

1. Programme : Ph.D      FT/PT

2. Subject :

3. Name & Regn.No. of the scholar :

4. Title of Ph.D., Research work :

No.	Month	Year

5. Report No. /Month/Year :

6. Brief report about the work carried

out by the Research scholar :

- a. Paper/s published .....Nos (Attach copies)
- b. Seminars/Conferences attended.....(Attach certificate copies)
- c. Course work : Completed / Not Completed (Attach copy of Marksheet)
- d. Course fee : Paid till ..... (copies of receipts)

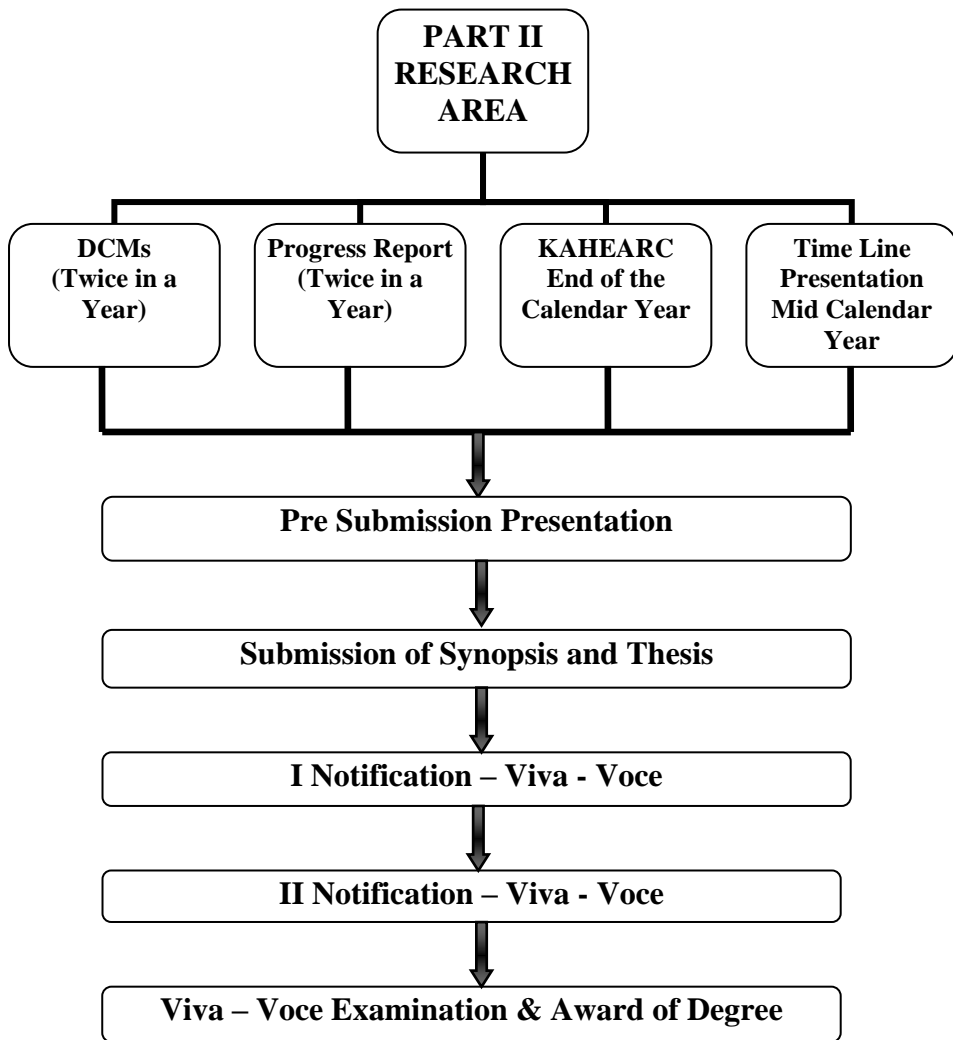
7. Research Guide's Comment :

Signature of the Scholar  
(with address)

Signature of the Guide  
(with Name & address)

Phone No.  
E-mail id:

Phone No.  
E-mail id:







**KARPAGAM**  
ACADEMY OF HIGHER EDUCATION  
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(Established Under Section 3 of UGC Act, 1956)

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Pollachi Main Road, Eachanari Post, Coimbatore - 641 021, Tamilnadu, India.

Phone : 0422 - 2980011 - 14, 6471113, 14 | Fax : 0422 - 2980022-23 | Email : info@karpagam.com

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## CERTIFICATE OF PLAGIARISM

Certified that the thesis entitled “.....  
.....” for the award of M.Phil/Ph.D degree has  
undergone Plagiarism check through Turnitin software and the level of  
plagiarism is .....

Signature of the Scholar

Signature of the Guide

Professor in- charge for  
Plagiarism Test

---

Web : [www.kahedu.edu.in](http://www.kahedu.edu.in)

## PUBLICATIONS – TERMINOLOGY

### 1. IMPACT FACTOR

The Impact Factor of an academic journal is a measure which reflects the average number of citations to recent articles published in that Journal.

- It is a measure of the relative importance of a journal in a given field.
- It was devised by **Mr. Eugene Garfield**, the founder of the **Institute for Scientific Information**.
- Impact factor is calculated yearly starting from 1975 for those journals which are indexed in the **Journal Citation Reports**.
- Normally, the impact factor for 2008 is published in 2009.
- It is a journal metric and not to be used to assess an individual researcher or research institution.

#### Calculation

Example: If a Journal has an impact factor of 3 in the year 2008; it means that each paper published in that journal during the years 2006 and 2007 had received an average of 3 citations in 2008.

Let A = The number of times that articles published in that journal in and 2007, were cited by articles in indexed journals during 2008.

B = The total number of “citable items” (usually, articles, reviews and proceedings) published in that journal in 2006 and 2007.

Then,

Impact Factor = (A / B) (in 2008)
---

### 2. H-INDEX

The h-index is an index that attempts to measure both the productivity and impact of the published work of a scientist or scholar. The index is based on the set of the scientist's most cited papers and the number of citations that they have received in other publications. The index can also be applied to the productivity and impact of a group of scientists, such as a department or university or country, as well as a scholarly journal. The index was suggested by Jorge E. Hirsch, a physicist at UCSD (University of California, San Diego), as a tool for determining theoretical physicists' relative quality and is sometimes called the Hirsch index or Hirsch number. The h-index serves as an alternative to more traditional journal impact factor metrics in the evaluation of the impact of the work of a particular researcher.

### 3. SCOPUS

**Scopus**, officially named **SciVerse Scopus**, is a bibliographic database containing abstracts and citations for academic journal articles. It covers nearly 20,500 titles from over 5,000 international publishers, of which 19,500 are peer-reviewed journals in the scientific, technical, medical, and social sciences (including arts and humanities). It is owned by **Elsevier** and is available online by subscription.

Since Elsevier is the owner of Scopus, and is also one of the main international publishers of scientific journals, Elsevier established the independent and international Scopus Content Selection and Advisory Board to prevent a potential conflict of interest in the choice of the periodicals to be included in the database and to maintain an open and transparent content coverage policy. The board consists of scientists and subject librarians from all scientific disciplines and geographical areas, whose interest is to access any relevant information regardless of the publishers.

#### **SciVerse**

**SciVerse** is a platform for accessing scientific information from certain databases and the web. It is published by **Elsevier**. It provides access to 2,500 journals and 11,000 books with about 500 thousand additions each year.

"**SciVerse**" globally indexes articles, books, theses, abstracts, patents and sifts through web results, from publishers, universities and professional organizations.

### 4. INTERNATIONAL STANDARD SERIAL NUMBER

An **International Standard Serial Number (ISSN)** is a unique eight-digit number used to identify a print or electronic periodical publication. Periodicals published in both print and electronic form may have two ISSNs, a **print ISSN (p-ISSN)** and an **electronic ISSN (e-ISSN or eISSN)**. The ISSN system was first drafted as an ISO international standard in 1971 and published as ISO 3297 in 1975. The ISO subcommittee is responsible for the standard.

#### **Code format**

The format of the ISSN is an eight digit number, divided by a hyphen into two four-digit numbers. The last digit, which may be 0–9 or an X, is a check digit. The ISSN of the journal *Hearing Research*, for example, is 0378-5955, the check digit is 5.

#### **Code assignment**

ISSN codes are assigned by a network of ISSN National Centres, usually located at national libraries and coordinated by the ISSN International Centre based in Paris. The International Centre is an intergovernmental organization created in 1974 through an agreement between UNESCO and the French government. The International Centre maintains a database of all ISSNs assigned worldwide, the ISSN Register.

#### **Availability**

The ISSN Register is not freely available for interrogation on the web but is available by subscription. There are several routes to the identification and verification of ISSN codes for the general public.

- the print version of a periodical typically will include the ISSN code as part of the publication information
- most periodical websites contain ISSN code information
- derivative lists of publications will often contain ISSN codes; these can be found through on-line searches with the ISSN code itself or periodical title

## 5. PEER REVIEW

**Peer review** is the evaluation of work by one or more people of similar competence to the producers of the work (peers). It constitutes a form of self-regulation by qualified members of a profession within the relevant field. Peer review methods are employed to maintain standards of quality, improve performance, and provide credibility. In academia peer review is often used to determine an academic paper's suitability for publication.

### Professional peer review

Professional peer review focuses on the performance of professionals, with a view of improving quality, upholding standards, or providing certification. Professional peer review activity is widespread in the field of health care, where it is best termed as **Clinical peer review**.

### Scholarly peer review

Scholarly peer review (also known as **refereeing**) is the process of subjecting an author's scholarly work, research, or ideas to the scrutiny of others who are experts in the same field, before a paper describing this work is published in a journal. The work may be accepted, considered acceptable with revisions, or rejected. Peer review requires a community of experts in a given (and often narrowly defined) field, who are qualified and able to perform impartial review

## 6.WEB OF SCIENCE

Single research destination to explore the citation universe across subjects and around the world. Web of Science provides access to the most reliable, integrated, multidisciplinary research connected through linked content citation metrics from multiple sources within a single interface. Since Web of Science adheres to a strict evaluation process, one can be assured only the most influential, relevant, and credible information is included - allowing to uncover next big idea faster.

## 7.SCIENCE CITATION INDEX

- The Science Citation Index (SCI) is a citation index originally produced by the Institute for Scientific Information (ISI) and created by Eugene Garfield and was officially launched in 1964. The larger version (Science Citation Index Expanded) covers more than 8,500 notable and significant journals, across 150 disciplines, from 1900 to the present. These are alternatively described as the world's leading journals of Science and Technology, because of a rigorous selection process.
- The index is made available online through different platforms, such as the Web of Science and SciSearch.

## **8. INTERNATIONAL STANDARD BOOK NUMBER**

The **International Standard Book Number (ISBN)** is a unique numeric commercial book identifier based upon the 9-digit **Standard Book Numbering (SBN)** code created by Gordon Foster, Emeritus Professor of Statistics at Trinity College, Dublin, for the booksellers and stationers. The 10-digit ISBN format was developed by the International Organization for Standardization (ISO) and was published in 1970 as International Standard ISO. ISO has appointed the International ISBN Agency as the registration authority for ISBN worldwide and the ISBN Standard is developed under the control of ISO Technical Committee.

### **ISBN issuance**

International Standard Book Numbers issuance is country-specific, in that ISBNs are issued by the ISBN Registration Agency that is responsible for that country or territory. The ranges of ISBNs assigned to any particular country are based on the publishing profile of the country concerned.