

# **GUIDELINES OF DISSERTATIONS**

Title (Capital)

Emblem (University)

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Name of the college

DISSERTATION SUBMITTED IN PARTIAL FULFILLMENT  
OF THE REQUIREMENTS FOR THE DEGREE OF  
MASTER OF SCIENCE IN NURSING  
KERALA UNIVERSITY OF HEALTH SCIENCES

Year

.....Title.....

By

Name of the Candidate

Dissertation submitted to the  
Kerala University of Health Sciences  
Thrissur

In partial fulfillment of the requirements for the degree of

Degree Name

In

Subject Name

Under the guidance of

Name of the Guide

Name of the Department

Name of the college

Place

Year

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**ABSTRACT**

(includes problems and objectives, methodology, results, interpretation and conclusion  
in a single paragraph limited to 250-300words)

Keywords

(Max.10)

Keywords shall be chosen from NuSH (Nursing Subject Headings)

(Each keyword should be separated by semicolon)

**TABLE OF CONTENTS**

List of tables

List of figures/Graphics

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5.	RESULTS	
6.	DISCUSSION, SUMMARY AND CONCLUSION	
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**LIST OF TABLES** (14 size, Bold)

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## **CHAPTER 1**

### Introduction (14 size, Bold)

Sub headings (12 size, bold)

Background of the problem

Need and significance of the study

Statement of the problem

Objectives

Operational definitions

Assumptions (if any)

Hypothesis (Write research hypothesis)

Conceptual/theoretical frame work

**CHAPTER 2** (14 size, bold)

Review of literature

**Subheading of the literature reviewed** (12 size, bold)

Summary (of reviewed literature at the end)



**CHAPTER 3** (14 size, bold)

Methodology

Research approach

Research design

Variables

Schematic representation of the study

Setting of the study

Population

Sample and sampling technique

    Inclusion criteria

    Exclusion criteria

Tool/Instruments

    Development/selection of the tool

    Description of the tool

Content validity

Reliability of the tool

Pilot study

Data collection process

Plan for data analysis

**CHAPTER 4** (14 size, bold)

Analysis and interpretation

Section title

(Section wise presentation of data)

**CHAPTER 5** (14 size, bold)

Results

Objectives

Hypotheses

Results

**CHAPTER 6** (14 size, bold)

Discussion, summary and conclusion

Discussion

Summary

Conclusion

Nursing implications

Limitations

Recommendations

**Dissertation style:** Vancouver style format is used.

### **Citations in the text.**

#### **General rules:**

- References are numbered consecutively in the order in which it is cited in the text. Place each reference number in parentheses e. g (5) or as superscripts e.g.. ...was discovered.<sup>1,3</sup> throughout the text, and tables. Use Arabic numerals in parentheses e.g. (5) for in-text citation; the number in parentheses links directly to the reference list at the end of the work. If the same reference is used again, re-use the original number. Either square [ ] or curved brackets ( ) can be used as long as it is consistent.
- Superscripts Numbers should be inserted to the left of colons and semi-colons. Full stops are placed either before or after the reference number e.g....was discovered<sup>1,3</sup>. or was discovered.<sup>1,3</sup>
- Direct quotes are to be used very carefully. If a direct quote is necessary, place quotation marks around the quote and number the reference as usual.
- Personal communication used as a reference should be avoided, unless it provides essential information not available from a public source. Do not number this type of reference; instead cite the name of the person and date of communication in parentheses in the text.
- When *multiple references* are cited at a given place in a text, use a *hyphen* to join the first and last numbers that are inclusive, e.g. [6-8]. Use *commas* to separate *non-inclusive* numbers eg. [2,3,4,5,7,9] is abbreviated to [2-5,7,9].

- The same number is used for a source throughout a paper. This number is determined by the first citation of the source. So, for example, if a work is the fourth source cited in a paper, it will be referred to as (4) or by the superscript number 4 throughout that paper.
- Whatever format is chosen, it is important that the punctuation is consistently applied to the whole document.

### **Tables**

Tables must be self-explanatory. The data must be clearly organized and should supplement and not duplicate the text. Data may be presented either in table or pictorial form. Do not use internal horizontal or vertical lines. Explanatory matter should be given as footnotes. Statistical analyses used must be appropriate. Confidence intervals along with exact probability values must be stated for the results. Round decimals in two digits.. Each table must have a title and should be numbered with Arabic numerals e.g.(1, 2). Type or print each table with double-spacing on a separate sheet of paper. Number tables consecutively in the order of their first citation in the text and supply a brief title for each. Give each column a short or an abbreviated heading. Explain all nonstandard abbreviations in footnotes. Table should not be carried over to the next page.

### Example for a table

**Table 1**

**Mean, standard deviation and t value of work performance of nurses in medical intensive care units and medical wards**

(n= )			
Nurses	Mean	S.D	t
Medical ICU	105	10.15	6.31**
Medical wards	88	11.12	

\*\* Significant at .01 level

### Illustrations and Figures

- Number each figure in the text in consecutive order.

### Abbreviations and Symbols

Use only standard abbreviations; use of nonstandard abbreviations can be confusing to readers. Avoid abbreviations in the title of the manuscript. The

spelled-out abbreviation followed by the abbreviation in parenthesis should be used on first mention unless the abbreviation is a standard unit of measurement.

### **Abstract**

Abstract provides a brief summary of the dissertation/thesis, summing up clearly the problem examined, the methods used, and the main findings. The abstract is a one-paragraph, self-contained summary of the most important elements of the paper. The abstract word limit is between 250 and 300 words. All numbers in the abstract (except those beginning a sentence) should be typed as digits rather than words. Key words (max.10) should be given, chosen from nursing subject headings. Each word should be separated by semicolon.

### **References**

- The reference list should appear at the end of the paper and provide the full bibliographic information about the sources cited.
- List all references in order by number, not alphabetically. Each reference is listed once only, since the same number is used throughout the paper. It should be numbered consecutively in the order in which they are first mentioned in the text. Identify references in text and tables by Arabic numerals in parentheses.
- The titles of journals should be abbreviated according to the style used in the list of Journals. The following information is included for journal articles: author(s), article title, abbreviated journal title, year, month (if applicable), day (if applicable), volume number, issue number (if applicable), page



numbers. For books author(s), title, Edition, place of publication, publisher, and year.

- List each author's last name and initials; full first names are not included. List all authors, but if the number exceeds six, give the first six followed by "et al).
- For books with chapters written by individual authors, list the authors of the chapter first, then the chapter title, followed by "In:", the editors' names, and the book title
- Initials follow the family names of authors and editors, with no space or full stops between the initials of an author, e.g. Halpern SD, Ubel PA, Caplan AL.
- Commas are used to separate each author's name. Note that 'and' is not used to separate the last two names.
- Minimal capitalization is used for the article title, i.e. only the first word and words that normally would begin with a capital letter are capitalized.
- Full stops are used after the last author's initials, after the article title, after the abbreviated journal title and at the end of the entry.

Peck J, Coyle M. The student's guide to writing. Basingstoke:Palgrave Macmillan; 2005.

- The date is followed by a semicolon (with no space after it) and the volume number or issue number is followed by a colon (with no space after it).

Rose ME, Huerbin MB, Melick J, Marion DW, Palmer AM, Schiding JK, et al. Regulation of interstitial excitatory amino acid concentrations after cortical contusion injury. Brain Res. 2002;935(1-2):40-6.

## **References: Examples**

### **Book(one author)**

- Neville C. The complete guide to referencing and avoiding plagiarism. Maidenhead: Open University Press; 2007.

### **Book (two or more authors)**

- Peck J, Coyle M. The student's guide to writing. Basingstoke:Palgrave Macmillan; 2005.
- Fauci AS, Braunwald E, Isselbacher KJ, Wilson JD, Martin JB, Kasper DL, et al, editors. Harrison's principles of internal medicine. 14th ed. New York: McGraw Hill; 1998.

### **Chapter in an edited book**

- White E. Student plagiarism as an institutional and social issue. In: Buranen L, Roy A, editors. Perspectives on plagiarism and intellectual property on a postmodern world. New York: StateUniversity of New York Press; 1999; p. 205-210.
- Meltzer PS, Kallioniemi A, Trent JM. Chromosome alterations in human solid tumors. In: Vogelstein B, Kinzler KW, editors. The genetic basis of human cancer. New York: McGraw-Hill; 2002. p. 93-113.

### **Journals**

- List up to the first six authors; **1-6-authors:** Eg: Halpern SD, Ubel PA, Caplan AL. Solid-organ transplantation in HIV-infected patients. *N Engl J Med.* 2002 Jul 25;347(4):284-7.
- If the article has more than six authors, list the first six, followed by **et al.** Give the first six names in full and add "et al". The authors are listed in the order in which they appear on the title page.

**More than 6 authors** Eg: Rose ME, Huerbin MB, Melick J, Marion DW, Palmer AM, Schiding JK, et al. Regulation of interstitial excitatory amino acid concentrations after cortical contusion injury. *Brain Res.* 2002;935(1-2):40-6.

- If a journal carries continuous pagination throughout a volume, the month and/or issue number may be omitted.
- Halpern SD, Ubel PA, Caplan AL. Solid-organ transplantation in HIV-infected patients. *N Engl J Med.* 2002;347:284-7.

### **Journal article on the Internet:**

Aboud S. Quality improvement initiative in nursing homes: the ANA acts in an advisory role. *Am J Nurs* [Internet]. 2002 Jun [cited 2002 Aug 12];102(6):[about 1 p.]. Available from: <http://www.nursingworld.org/AJN/2002/june/Wawatch.htm>Article

### **Book on the Internet**

Foley KM, Gelband H, editors. Improving palliative care for cancer [monograph on the Internet]. Washington: National Academy Press; 2001 [cited 2002 Jul 9]. Available from: <http://www.nap.edu/books/0309074029/html/>.

### **Website with no author**

Princeton University. Acknowledging your sources [academicintegrity page]. No date [cited 2008 Nov 5]. Available from:<http://www.princeton.edu/pr/pub/integrity/pages/acknowledge.html>

## **General principles**

### **Paper**

Use only one side of high-quality, plain white (unlined in any way) bond paper, minimum 20-lb weight, and 8 ½ “ x 11” in size. Erasable paper should not be used.

- **Type Size and Print** The font size should be visible to the reader, preferably Times New Roman 12 pt. No italicization.

The size of the titles should be 14 and Bold, the size of subtitles should be 12 and bold. Print should be letter quality or laser (not dot matrix) printing with dark black characters that are consistently clear and dense. Use the same type of print and print size throughout the document.

### **Pagination**

Number all of the pages of your document, including not only the principal text, but also all plates, tables, diagrams, maps, and so on. Roman numerals are used on the preliminary pages (pages up to the first page of text) and Arabic numerals are used on the text pages. The numbers themselves can be placed anywhere on the page, however they should be consistent.

**Spacing**

Use double spacing except for long quotations and footnotes which are single-spaced.

**Margins** Margin size: “generous”—Use plenty of room on the top, bottom, left & right (1” minimum). To allow for binding, the left-hand margin must be 1.5”.

Other margins should be 1.0”. Diagrams or photographs in any form should be a standard page size, or if larger, folded so that a free left-hand margin of 1.5” remains and the folded sheet is not larger than the standard page.

**Photographs**

Professional quality black-and-white photographs are necessary for clear reproduction. Colors are allowed, but you should be certain the colored figure will copy clearly and will not be confusing when printed in black and white.

**FILE FORMAT**

Dissertation format should be in .Doc (Ms Word Document) or PDF (Portable Document Format), Image files in JPG or TIFF format and Audio Visual in AVI (Audio Video Interleave), GIF, MPEG (moving picture expert) files format.

**Labeling on CD**

CD-ROM Labeling should be standard and should contain title, name of the candidate, degree name, subject name, guide name, name of the department, college, place and year.

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