

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी مولانا آزاد بيشنل أردويو نيورسي MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University, Ministry of Education, Govt. of India)
(Accredited Grade "A" by NAAC)



EXAMINATION BRANCH

MANUU/ Exam/Circular/2022/ 5136

23rd September 2022

CIRCULAR

Sub: MANUU - Exam Branch - Procedure for Submission of Softcopy of the PhD Theses - Reg.

All the PhD research scholars are hereby instructed to submit the electronic copies of their theses in the following format prescribed by the **INFLIBNET** for the purpose of uploading the same on **Shodhganga Portal**:

- 01_title.PDF (First page of the Thesis)
- 02_declaration.PDF (by the Research Scholar)
- 03_certificate.PDF (This file shall include the following:) {SN ii to vii shall be issued by the Central Library of the University}:
 - i. Certificate from Supervisor, Head of the Department and the Dean of the School of the concerned Studies
 - ii. Synopsis Authenticity Certificate and Metadata
 - iii. Consent Form for Digital Archiving
 - iv. Certificate of Plagiarism Check
 - v. Digital Receipt generated from the Similarity Checking Software
 - vi. First page of Similarity Index reflecting the percentage of similarity, and
 - vii. Last page of the Similarity Report reflecting the exclusions.
- 04_acknowledgement.PDF (Acknowledgement and Preface)
- 05_content.PDF (Table of Contents)
- 06_tables.PDF (List of Tables, Figures, Graphs, Acronyms and Appendices, Interview Table)
- 07_abstract.PDF (Abstract of the Thesis)
- 08 chapter1.PDF
- 09 chapter2.PDF
- 10 chapter3.PDF
- 11 chapter4.PDF
- 12 chapter5.PDF
- 13 chapter6.PDF
- 14_chapter7.PDF (If required, more chapters may be included in the same format.)

W . . /



मौलाना आज़ाद नेशनल उर्दू यूनिवर्शिटी مولانا آزاد ध्रां ध्रांगी है। अभिताना आज़ाद नेशनल उर्दू यूनिवर्शिटी अभितान अ

(A Central University, Ministry of Education, Govt. of India)
(Accredited Grade "A" by NAAC)



EXAMINATION BRANCH

- **80_Recommendation.PDF** (This file shall include: Title page of the Thesis, Recommendation, Findings, Conclusion, Summary, References/Bibliography, etc. This file should not contain any images in it).
- 90_CompleteThesis.PDF (Complete copy of the thesis in a single PDF file.)
- 91_Articles.PDF (Articles Published in compliance to the UGC Regulations.)

Research Scholars should submit two DVDs. Each DVD should have two folders viz., Urdu and English, and copy the required files as per the above prescribed format. The DVDs should be marked (with DVD marker pen) with Name of the Student, Roll Number & Department.

The following certificates are enclosed for reference:

- 1. Synopsis Authenticity Certificate and Metadata
- 2. Consent Form for Digital Archiving
- 3. Certificate of Plagiarism Check

This shall be applicable w.e.f. 1st October 2022.

Controller of Examinations

To:

All the Research Scholars of MANUU

Copy to:

All the Deans

The Dean Research

The Dean Academics

The University Librarian

All the Heads of the Departments (for information to the Research Guides)

All the Principals, CTEs

Incharge MANUU Campus Lucknow and Srinagar

The Director, CIT (with a request to upload on the University Website)