

# QIS COLLEGE OF PHARMACY

## GUIDELINES FOR THE PREPARATION OF THESIS

The purpose of this manual is to provide broad guidelines to the M.Pharm/B.Pharm candidates for the preparation of the thesis. It lists the general and specific requirements governing the thesis preparation including guidelines for structuring the contents. The candidates are advised to have thoroughly gone through the up-to-date M.Pharm/B.Pharm regulations, and other relevant announcements brought out from time to time by the JNTUK, Kakinada. Further, for style, structure and presentation of a very special type of work specific to a particular field, the scholar/student may refer to additional style manuals or reference guides and to the published literature in their respective fields of study.

### Arrangement of the content of thesis

The sequence in which the thesis contents should be arranged and bound should be as follows:

1. Cover Page and Title Page
2. Bonafide Certificate from Principal
3. Bonafide Certificate from Guide
4. Scholar/Student Declaration
5. Acknowledgements
6. Table of Contents
7. List of Tables
8. List of Figures
9. List of Symbols, Abbreviations and Nomenclature
10. Chapters, I, II, III, .....n
11. References

### Preparation of Manuscript

#### 1. *Paper used and Page dimensions and margins*

Standard A4 size (297mm x 210mm) Royal Executive Bond Paper of 75 gsm or 80 gsm may be used for preparing the copies. It should have the following page margins:

Top edge	: 30 to 35 mm ( 1.18" to 1.37")
Bottom edge	: 25 to 30 mm ( 0.98" to 1.18")
Left side	: 35 to 40 mm ( 1.37" to 1.57")
Right side	: 20 to 25 mm ( 0.78" to 0.98")

Figures or Photographs should be prepared on good quality A4 size photocopier paper preferably **not lower than 80 gsm**. Tables and figures should conform to the margin specifications. Large size figures should be photographically or otherwise reduced to the appropriate size before insertion.

## 2. **Cover page/Title page**

A model of the cover/title page is given in the *Annexure I*. It carries

- a) **The TITLE of the thesis** (Times New Roman, font size 20, bold, single line spacing, all characters uppercase except the symbols and numerals if used in the title of the thesis; centered within the specified margin of the page).
- b) **The phrase** (Times New Roman, font size 14, bold, each line in the Title/Sentence mode, single line spacing, centered within the specified margin of the page)
- c) **The name of the degree** (Times New Roman, font size 16, bold, the whole line in uppercase, centered within the specified margin of the page).

Note : In case of M. Pharm , after a gap of 16-18 Times New Roman pts, it will be followed by

**in  
Field of Specialization**

where

**in** (Times New Roman, font size 14, bold, both the characters lower case , centered within the specified margin of the page).

**Field of Specialization** (Times New Roman, font size 16, bold, in Title Mode, centered within the specified margin of the page).

- d) **by** (Times New Roman, font size 14, bold, both the characters lower case , centered within the specified margin of the page).
- e) **NAME OF STUDENT/S** (Times New Roman, font size 12, bold, full name as per SSC, all characters in Title mode case, centered within the specified margin of the page).
- f) **Registration Number** (Times New Roman, font size 12, bold, all numerals within a pair of small parenthesis, underneath the name of candidate (for M.Pharm scholar) and centered within the specified margin of the page).
- g) **Phrase of supervision** (Times New Roman, font size 12, bold, line in the Title mode, centered within the specified margin of the page).
- h) **NAME OF SUPERVISOR** (Times New Roman, font size 14, full name in title mode prefixed by Prof. or Dr. or Mr. or Ms. or Mrs. centered within the specified margin of the page).
- i) **College logo** (size = 25-30 mm dia)
- j) **Phrase for the name of Department** (Times New Roman, 12/14 pts., bold, full name of the Department in title mode, centered within the specified margin of the page).  
Department of Pharmaceutics  
Department of Pharmaceutical Chemistry  
Department of Pharmacology  
Department of Pharmacognosy  
Department of Pharmaceutical Analysis  
Department of Pharmaceutical Biotechnology  
Department of Pharmacy Practice
- k) **Name of the College** (Times New Roman, font size 16/14, bold, full name, all characters case/Title mode, centered within the specified margin of the page).
- L) **Address of the College with PIN code** (Times New Roman, font size 12/14, bold, full name, all characters upper case/Title mode, centered within the specified margin of the page).

M) **Month, Year** ((Times New Roman, font size 14, bold, full name of the month in title mode, comma, 4-digit year in Arabic, all centered within the specified margin of the page).

### ***3. Bonafide Certificate from Principal***

The Bonafide Certificate from principal shall be in double line spacing using Times New Roman font size 12, as per the format shown in *Annexure II*. The heading **CERTIFICATE** Times New Roman font size 14 bold in the center should start about 60mm -70mm from the top of the page. The certificate shall carry the students name, registration number and guide name etc along with principal's signature in original and shall be followed by the principal office seal.

### ***4. Bonafide Certificate of Supervision***

The Bonafide Certificate of Supervision of the thesis by the supervisor shall be in double line spacing using Times New Roman font size 12, as per the format shown in *Annexure II*. The heading **CERTIFICATE** Times New Roman font size 14 bold in the center should start about 60mm -70mm from the top of the page.

The certificate shall carry the supervisor's signature in original and shall be followed by the supervisor's name, academic designation (not any other responsibilities of administrative nature), department and full address of the institution where the supervisor has guided research scholar/student. The place and date of signature (left justified) common for all the supervisors will appear below the signature of the supervisor.

### ***5. Scholar/Students Declaration***

The declaration from the students/Scholar about the thesis shall be in double line spacing using Times New Roman font size 12, as per the format shown in *Annexure III*.

### ***6. Acknowledgements***

Acknowledgements shall be brief and typed in single spacing Times New Roman with font size 12 within the specified margin of the page. It should begin with title **ACKNOWLEDGEMENTS** Times New Roman with font size 14 bold as heading placed in centre. The signature of the candidate/s shall be made at the bottom right end above his/her name typed in title case. Acknowledgement should be as per the format shown in *Annexure IV*. Care should be taken not to miss out the names of Teaching staffs, Non-teaching staffs, Lab technicians, Library staffs and Office staffs. The order of naming teaching staffs is as per seniority.

## **7. Table of Contents**

The table of contents should list all the contents following this section. The preceding section like the Title Page, Certificate and Acknowledgements will not find a place amongst the items listed in the Table of Contents, but the page numbers in lower case Roman letters shall be accounted for them. The title TABLE OF CONTENTS in Times New Roman with size 14 bold as heading is placed in centre. One and a half spacing should be adopted for typing the contents in a manner shown in specimen copy of the Table Contents as given in *Annexure V*.

## **8. List of Tables**

The list of tables should use exactly the same numbers and captions as they appear above the tables in the text. Single spacing in Time New Roman with size 12 should be used.

## **9. List of Figures**

The list of Figures should use exactly the same numbers and captions as they appear below the figures in the text. Single spacing in Time New Roman with size 12 should be used.

## **10. List of Symbols, Abbreviations and Nomenclature**

Single spacing in Time New Roman with size 12 should be used typing the matter under this head. As far as possible, standard and popularly used symbols, abbreviations etc. should be adopted.

## **11. Chapters**

Chapters of a thesis may be broadly divided into 9 parts

- (i) INTRODUCTION,
- (ii) LITERATURE SURVEY (include Drug and Excipient profile)
- (iii) AIM OF THE WORK
- (iv) PLAN OF THE WORK
- (v) MATERIALS USED
- (vi) METHODOLOGY (methods adopted in research)
- (vii) RESULTS (findings & results)
- (viii) DISCUSSION
- (ix) CONCLUSION (conclusions and directions for future research)

a) Each chapter may be suitably divided into several chapters, and a chapter may be further divided into several sections and sub-sections, sub-sub-sections. Each chapter should be given an appropriate title.

b) Tables and figures in a chapter should be typed in title mode in single space in Time New Roman with font size 12. The titles of tables should be placed directly above the table whereas the titles of figures should be placed directly underneath the figure in the very same page which refers to the contents they annotate.

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.

## **12. Tables and figures**

By the word Table is meant the representation of tabulated numerical as well as non-numerical data in the body of the thesis and also 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 proper representation of a table or a figure and its placement immensely adds to the ability to comprehend the work. Here are few suggestive guide lines in this regard which, of course, in no way substitute the ingenuity and creativity of an author.

a) A table or figure including its caption should be accommodated within the prescribed margin limits and should appear on the page where its reference is made or on the page following the page in case it is not possible to place it on the same page.

b) Table and figures on half or less in length should necessarily appear on the same page along with the text. However, they should be separated from the text both above and below by double 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) Captions of table/figures may use characters, numerals or symbols in the title mode.

e) Two or more small tables or figures may be grouped if necessary on a single page.

f) Wherever possible, the entire colour photographs(s) may be reproduced on a full sheet of photographic paper. More than one photograph can be included on a page.

## **13. Citation of References in the Thesis**

Any work of other researchers used either directly or indirectly used in the research must be indicated at appropriate places in the thesis. It could be a journal paper, a paper in conference proceedings, a monograph, a personal communication, or a book; in physical or electronic form.

There are several standards for referencing. A candidate may chose one of his/her choice with the consent of the thesis supervisor(s) and should be consistent throughout. A simple and commonly approach is suggested here.

- a. A reference (other than a book or monograph) should be mentioned at the appropriate places in the text of the thesis by the last name of the first author followed by the year of publication placed inside a pair of parentheses.
- b. In case of a book or a monograph, however, the name/s of author should be followed by the year within the pair of parentheses.
- c. For the references having two authors, the last names of the two authors in the order of appearance can be used while for more than two authors, generally the last name of the first author followed by et al and then the year within parentheses is used.

#### ***14. Listing of References***

The listing of references should be typed in alphabetical order of the first author's name in single spacing starting 4 spaces below the heading **REFERENCES** in Times New Roman with font size 14 bold. The name/s of the authors/authors should be immediately followed by the year and other details. The references should be serially numbered, separated by single space. The papers (in journal or proceedings) should be in sentence mode followed by the name of journal (in italics), vol. issue, and page (from-to) while the book titles should be in title mode in italics followed by the place and publishers. E-resources should have their proper URL.

#### ***15. General Instruction for typing the thesis***

- a. (1.5 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)
- b. The last word of any page should not be split using a hyphen.
- c. 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.
- d. Corrections, interlineations and crossing out of letters or words is not permitted in any of the copies of the thesis intended for submission. Erasures, if made, should be neatly carried out in all copies.
- e. The format for typing Chapter headings, Section headings and sub-section headings are explained through the following illustrative examples.

Chapter headings : CHAPTER – I (in right hand side header)

1. INTRODUCTION (in left hand side header)

Two spaces below, the title of the chapter should be typed centrally in upper case (capital letters)

Section : 1.1 xxxxxxxxxxxxxxxx

Sub-section heading : 1.1.2 .xxxxxxxxxxxxxx

f. The preliminary pages of the thesis (such as Title page, Acknowledgement, Table of Contents etc.) should be numbered in lower case Roman numerals e.g. (i), (ii), (iii),

The Title page, however, will be treated numbered as (i) but this will not be typed. The page immediately following the title page shall be numbered (ii) and it should appear at the bottom center of the page (footer), and so on. Pages of the main text, starting with Chapter-I should be consecutively numbered using Arabic numerals e.g. 1, 2, ... . All page numbers (whether Roman or Arabic) should be typed without punctuation in the center of the page 20mm above from the bottom.

g. Tables and figures appearing anywhere in the thesis should, bear appropriate numbers. (Table No./Fig.No.)

### ***16. Submission for Evaluation***

a) For evaluation purposes, a candidate for M. Pharm. degree is required to submit 4 hard copies of the thesis printed on single side, hard bound mat finished cover of thick white art paper. The cover page should be printed as per specifications for the title page shown in *Annexure VI*. Submit a CD with exactly identical contents in pdf format. The candidate should ensure that the CD can be opened on any system.

b) For evaluation purposes, candidates for B. Pharm. degree is required to submit (1+1+ n Number of students) hard copies of the thesis printed on single side, hard bound mat finished cover of thick white art paper. The cover page should be printed as per specifications for the title page shown in *Annexure VII*. Submit a CD with exactly identical contents in pdf format. The candidate should ensure that the CD can be opened on any system.

**A STUDY ON THE EFFECT OF  
POLYMER WEIGHT RATIO ON  
FABRICATION OF BUCCAL FILMS  
CONTAINING VENLAFAXINE**

**Dissertation submitted to  
JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY KAKINADA**

**In partial fulfillment for the award of the degree of**

**BACHELOR OF PHARMACY**

**by**

**Ch.HANUMANTHA RAO (08Y31R0014)  
P. RAJESH (08Y31R0036)  
K.RAMYA SINDHU PRIYANKA (08Y31R0039)  
Sk. APSAR BASHA (08Y31R0042)  
M. SRI LAKSHMI (08Y31R0049)  
P.VIKRAM (08Y31R0058)**

**Under the guidance of  
Mr. S. CHELLARAM M.Pharm**



**Department of Pharmaceutics  
QIS COLLEGE OF PHARMACY  
ONGOLE, ANDHRA PRADESH -523 272  
APRIL – 2012**

## CERTIFICATE

This is to certify that this project work entitled “**A STUDY ON THE EFFECT OF POLYMER WEIGHT RATIO ON FABRICATION OF BUCCAL FILMS CONTAINING VENLAFAXINE**” Submitted to the Jawaharlal Nehru Technological University Kakinada, Kakinada, was carried out by

<b>Ch.HANUMANTHA RAO</b>	<b>08Y31R0014</b>
<b>P. RAJESH</b>	<b>08Y31R0036</b>
<b>K.RAMYA SINDHU PRIYANKA</b>	<b>08Y31R0039</b>
<b>Sk. APSAR BASHA</b>	<b>08Y31R0042</b>
<b>M. SRI LAKSHMI</b>	<b>08Y31R0049</b>
<b>P.VIKRAM</b>	<b>08Y31R0058</b>

for the Partial fulfillment of the requirement for the award of Degree of “**BACHELOR OF PHARMACY**” under direct supervision of **Mr.S.Chellaram**, M.Pharm., Associate Professor, Department of Pharmaceutics, QIS college of Pharmacy, Vengamukkapalem, Ongole. This work is original and has not been previously formed the basis for the award of other degree, diploma, associateship, fellowship or any other similar title.

**PRINCIPAL**

**( OFFICE SEAL)**

Place :

Date :

## CERTIFICATE

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<b>P.VIKRAM</b>	<b>08Y31R0058</b>

in the Department of Pharmaceutics, QIS College of Pharmacy, Ongole, for the partial fulfillment of the requirement for the award of Degree of “**BACHELOR OF PHARMACY**” under the direct supervision of me. This work is original and has not been previously formed the basis for the award of other degree, diploma, associateship, fellowship or any other similar title.

**S.CHELLARAM**, M.Pharm  
Associate Professor  
Department of Pharmaceutics  
QIS College of Pharmacy  
Ongole, 523272

Place :

Date :

## **DECLARATION BY THE CANDIDATE**

*We* hereby declare that this dissertation entitled “**A STUDY ON THE EFFECT OF POLYMER WEIGHT RATIO ON FABRICATION OF BUCCAL FILMS CONTAINING VENLAFAXINE**” is a bonafide and genuine research work carried out by us under the guidance of, **Mr.S.Chellaram, M.Pharm.**, Associate Professor, Department of Pharmaceutics, QIS College of Pharmacy, Ongole.

<b>Ch.HANUMANTHA RAO</b>	<b>08Y31R0014</b>
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<b>P.VIKRAM</b>	<b>08Y31R0058</b>

**Date:**

**Place:**

## ACKNOWLEDGMENT

Behind every success there are lot many efforts, but efforts are fruitful due to hands making the passage smoother. I express my deep sense of gratitude for hands, people extended to me during my work.

Many Thanks to **Almighty God**, for it He who began this work in me and carried it to completion. It is He who has blessed me with the people whose names I feel privileged to mention here.

I express my sincere thanks to my respected secretary and correspondent **Sri. N.S Kalyan Chakravarthi**, B.E., M.Tech., and President, **Sri. N. Nageswara Rao**, B.E., M.I.E Sri Nidamanuri Educational Society, Ongole, for his cooperation, encouragement and for providing facilities, which enabled me to complete this work successfully.

I express my deep gratitude to my **Dr.D.Dhachinamoorthi** M.Pharm., Ph.D. Professor & Principal, QIS College of Pharmacy, Ongole, Department of Pharmaceutics, who is a person of kind heart, and student friendly attitude. I owe heartfelt thanks for the valuable guidance during the course of study.

It's indeed like reaching a milestone in the long journey of life. As I tide over this phase of my life, I sincerely thank the creator for making me follow the footsteps and the path shown by my esteemed guide **Mr. S.Chellaram**, M.Pharm., Head of the department, Department of Pharmaceutics, QIS College of Pharmacy. Under his able and invaluable guidance, this entire research work was successfully completed. I am thankful to his constant source of encouragement and support, which provided to impetus and paved the way for the successful completion of the research work.

I am thankful to my teaching staffs **Mr. K.Ashok**, M.pharm., Asst.professor, Department of Pharmaceutics **Mr.S.Pugazhendhy**, M.Pharm., Asst.Professor, Department of Pharmaceutical Chemistry, **Mr. K.Senthil Kumar**, M.Pharm., Asst. Professor, Department of Pharmaceutics, **Mr. K.Mallikarjuna Reddy**, M.Pharm., Asst.Professor, Department of Pharmacology, **Mr.Ch.M.M.Prasada Rao**, M.Pharm, Asst.Professor, Department of Pharmaceutical analysis, **Mr.R.Saravanan**, M.Pharm., Asst.Professor, Department of Pharmaceutical Biotechnology, **Mr.Ch.Prasada Rao**, M.Pharm., Asst.Professor, Department of Pharmaceutical Analysis, **Mr.S.V.Subba Rao** M.Pharm., Department of Pharmaceutical Analysis, **Mr.L.Rama Chandra Reddy**, M.Pharm., Asst.Professor, Department of Pharmacognosy, **Mrs.Ch.Soujanya**, M.Pharm., Asst.Professor, Department of Pharmaceutical chemistry, **Mr.S.Srinivas Reddy** M.Pharm., Asst.Professor, Department of Pharmacology and **Ms.P.Nagamani** M.Pharm., Asst.Professor, Department of Pharmaceutical chemistry, for extending their co-operation and help for reference work.

I am thankful to **Mrs.V.Meghana**, B.Pharm,lab instructor and Lab technicians **Mrs.D.Radhika**, B.Sc., D.Pharm., **Mr.Jalaiah**, M.Sc.,and **Mr.M.Arun kiran.**, B.Sc., D.Pharm for their technical assistance and support.

I submit my sincere gratitude to my college Librarian **Mr.J.Rajesh**, M.Li.Sc, **Mr.N.Sivaji**, M.Li.Sc, for rendering his support throughout the project.

I am also thankful to Managerial staffs namely, **Mr.K.Bhaskara Prasad**, Administrative officer, **Mr.M.Srinivasa Rao**, Accountant, **Mr.T.Prasad Rao**, Record assistant, Mr. **O.Ramu**, Data Entry Operator, Mr.**G.Veeranjaneyulu**, Office Attender and other office staff for their supportive help throughout the project.

‘Thanks’ is a small word to **My parents**, and all my family members who not only supported me but also inspired me during the course of my study Loving thanks to all my friends and well-wishers for their moral support and encouragement during my study.

A final thanks to all those whom I am unable to name individually, but still remember with appreciation.

SRUTHI CHANDRIKA

Date :

Place :

Annexure IV

## TABLE OF CONTENTS

<b>S.No</b>	<b>Particulars</b>	<b>Page number</b>
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5	Materials Used	
6	Methodology	
7	Results	
8	Discussion	
9	Conclusion	
10	References	

# **DEVELOPMENT AND EVALUATION OF SPHERICAL CRYSTAL AGGLOMERATES AS DRUG DELIVERY SYSTEM**

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**In partial fulfillment for the award of the degree of**

**MASTER OF PHARMACY**

**in  
PHARMACEUTICS**

**by**

**M. ANNAPURNA ASHALATHA  
(10Y31S0301)**

**Under the guidance of  
Dr. D. DHACHINAMOORTHY M.Pharm., Ph.D**



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