

Doon University, Dehradun

Guidelines for submission of e-Thesis for Digital Archiving

The Research Scholar is required to submit one copy (electronic version) of Thesis/Dissertation (e-Thesis), along with information as desired in Annexure I, II and III on a Pen drive to Central Library, Doon University. The guidelines to be adhered while submitting the e-Thesis are stipulated below.

The Research Scholar shall submit a new Pen-drive with following contents:

Thesis:

1. A single searchable PDF (Portable Document Format) file containing the complete thesis. The file shall bear the name of the title of the thesis.
2. A MS-Word file containing the complete thesis. The file shall bear the name of the title of the thesis.
3. **Abstract:** a single word file containing the abstract of the thesis in **2048 character** with space. This is apart from the summary/abstract of the thesis. Please note it is character and not the words. (To know the character count of the document in MS Word, go to review tab and on the left side you will find word count option.
4. Chapter wise PDF and word file with the name as follows:

01_title
02_prelim pages*
03_contents
04_abstract
05_chapter 1
06_chapter 2
07_chapter 3
08_chapter 4
09_chapter 5
10_annexures*
And
80_Recommendation *

Note*:

- A. **For 02_prelim pages file:** clubbed the declaration + dedication + certificate + acknowledgment + list of table + graphs files in one file and name it as **02_prelim pages**.
- B. **For 12_annexures file:** combine the bibliography + references + questionnaire + maps + publication etc files together in one file and name it as **12_annexures**.
- C. **For 80_Recommendation file:** the recommendation file should contain Title Page Summary/Conclusion/Recommendation/Future Work without any image/graph/picture.

5. Two-Minute Video of the Research Scholar: The research scholar should submit a two-minute video briefly explaining the objectives of the research, research hypothesis, methodology, experiments/analysis conducted, key findings, outcomes, and major contributions of the study.

6. Details Related to the Thesis: Submit the duly filled-in annexures in printed format with required signatures for the relevant purposes.

Annexures:

Annexure–I: Authentication Certificate

The “Thesis/Dissertation Authentication Certificate” (Annexure–I) shall be duly filled and signed by the research scholar in print format, certifying that the thesis/dissertation contained in the pen drive is complete in all respects, identical to the printed copy submitted, and has been checked for plagiarism using the University’s anti-plagiarism software URKUND. The signed document may be scanned and submitted.

Annexure–II: Metadata Form

The “Thesis/Dissertation Metadata Form” (Annexure–II) shall be duly filled and signed by the research scholar in print format. The signed document may be scanned and submitted. The metadata form should also be provided in MS Word format.

Annexure–III: Consent Form for Digital Archiving

The “Consent Form for Digital Archiving” (Annexure–III) shall be duly filled and signed by the research scholar in print format. The signed document may be scanned and submitted.

Annexure–VI: Consent Certificate

The “Consent Certificate” (Annexure–VI) shall be duly filled and signed by the research scholar in print format, granting permission to the University to showcase the two-minute video presentation of the research scholar on media platforms or social media. The signed document may be scanned and submitted.

Other Accompanying Materials (if any)

All other accompanying materials such as audio, video, computer programs/algorithms, etc., if submitted along with the printed thesis/dissertation, should also be provided in the pen drive.

**Doon University, Dehradun
Thesis/Dissertation Authentication Certificate**

Name of the Student/ Research Scholar	
Enrolment Number	
University ID No.	
Degree	
Department	
School	
Guide/Supervisor	
Thesis/Dissertation Title	
Date of Submission	

I hereby certify that the Ph.D./M.Phil./M.Tech thesis/dissertation contained in this Pen drive is in accordance with the guidelines issued by Doon University for this purpose and complete in all respect, it is also certified that it is same as submitted in print and has also been checked for plagiarism using University's Anti-Plagiarism Software.

Signature of the Scholar

Place:

Date:

Doon University, Dehradun
Thesis/Dissertation Metadata Form

Name of Research Scholar (Surname, First Name, Middle Name)	
Name of Guide/Supervisor(s)	
Name of the Degree	
Registration Date	
Submission/Completed Date	
Title	
Alternative Title if any	
Keywords	
Enrolment Number	
Library ID Number	
Department/Centre	
School	
Submission/Completed Date	
Coverage (Border subject areas of the thesis)	
Language of the thesis	
Accompanying material, if any (PDF, MPEG, etc.)	

Signature of the Scholar

Doon University, Dehradun
Consent Form for Digital Archiving

Name of the Author (Research Scholar)	
Enrolment Number/University ID	
Degree	
Department/Centre	
School	
Guide/Supervisor(s)	
Thesis/Dissertation Title	
Date of Submission	

As per the UGC notification dated 5th May, 2016 for Minimum Standards and Procedure for the Award of M.PHIL./PH.D Degrees Regulations, 2016 point 13: Depository with INFLIBNET **“Following the successful completion of the evaluation process and before the announcement of the award of the M.Phil/Ph.D. degree(s), the Institution concerned shall submit an electronic copy of the M.Phil Dissertation /Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.”** And as per the Revised Academic Regulation and Guidelines for Ph.D. Degree Programme of Doon University, Dehradun.

1. I hereby give my consent to the Central Library, Doon University, Dehradun to archive and to make available my thesis / dissertation in whole or in part in the University’s Electronic Thesis and Dissertations (ETD) Archive/Institutional Repository and ShodhGanga and to make it accessible worldwide in all forms of media.

2. I retain all other ownership rights to the copyright of the thesis/dissertation. I also retain the right to use in future works (such as articles or books) all or part of this thesis or dissertation

Signature of the Scholar

Place:

Date:

Doon University, Dehradun
Consent Certificate for Display of Two-Minute Video Presentation

I, _____, Research Scholar in the
Department/School of _____

Doon University, hereby give my consent to the University to display, publish,
or showcase my **two-minute video presentation related to my research work**
on the University website and/or other media platforms, including social media,
for academic, educational, and outreach purposes.

I certify that the video presentation is based on my original research work submitted
as part of my **Ph.D. Thesis titled:**

“ _____ ”

I understand and agree that the University may use this video presentation for **academic
dissemination, awareness, and promotional activities** of the University.

Name of Research Scholar: _____

Enrollment Number: _____

Department/School: _____

Signature of Research Scholar: _____

Place: _____

Date: _____