



Centre for Development Studies

School of Social Sciences and Policy

Central University of Bihar

A Meeting of faculty members of development studies was held on 13<sup>th</sup> of April 2012, and the following copy of 'Handbook of Master Thesis' of Centre for Development Studies was approved.

Signatures:

1. Prof. T.N. Sinha

*TN Sinha*

2. Anju Helen Bara

*Abara*

3. Vinod Arya

*Vinod Arya*

*M. Nehal*  
16/4/12  
Prof. M. Nehal

(Registrar)

*J. Pandey*  
16/4/12  
Prof. Janak Pandey

(Vice Chancellor)



**Handbook of Master Thesis  
2012**

**Centre for Development Studies,  
School of Social Sciences and Policy,  
Central University of Bihar,  
Patna.**

*(Sample for cover page)*

**TITLE OF THE THESIS**

*Thesis submitted to Central University of Bihar in  
partial fulfillment of the requirement for the degree of  
Master of Arts*

*Student Name*



Centre for Development Studies  
School of Social Sciences & Policy  
Central University of Bihar  
Patna 800014  
*YEAR*

*(Sample for title page)*

**“TITLE OF THE THESIS”**

*Thesis submitted to Central University of Bihar in  
partial fulfillment of the requirement for the degree of  
Master of Arts  
by  
Student's Name*



Centre for Development Studies  
School of Social Sciences & Policy  
Central University of Bihar  
Patna 800014  
YEAR

*(Sample for certificate to be printed on Centre's letter head)*

Certificate

This is to certify that the thesis titled '.....' submitted by ..... Enroll. No. .... in partial fulfillment of the requirement for the award of **Post-Graduate Degree in Master in Development Studies of Central University of Bihar** has not been previously submitted for the award of any Degree/Diploma of this or any other University and it is his/her original work. We recommend this thesis for evaluation before the examiners.

Name and signature of the Supervisor  
(Supervisor)

## **Thesis Structure:**

The thesis will have the following sequence of items

1. Cover Page (to be printed on hard binding)
2. Title page
3. Certificate
4. Dedication (optional)
5. Acknowledgement (Try to make it brief and highlight academic contributions)
6. Contents
7. Abbreviations (if applicable)
8. List of tables
9. List of figures
10. List of Maps
11. Abstract
12. Chapters of the thesis
13. References
14. Annexures

## **Formatting of the Thesis:**

### **Paper:**

The thesis must be printed on one side of A4 paper only.

### **Margins:**

A margin of 1.5 inches on the left-hand side of each page and 1 inch on the right side should be kept. The top and bottom margins should also be an inch.

### **Font:**

The main text should be in Times New Roman Font 12. Furthermore, colored text should not be used.

**Spellings:**

Use Indian (British) spellings rather than American spellings except in direct quotations, proper names and source titles. In other words, use “defence” and “labour” normally, but “U.S. Department of Defense” and “U.S. Department of Labor” when referring to these specific bureaucracies.

**Spacing:**

Double spacing is required for the text. Only footnotes, long quotations, bibliography entries (double space between entries), table captions, and similar special material may be single spaced. Long quotations (running over two sentences) should be single spaced and left indented.

**Headings:**

- Chapter title: 18 pt. size, bold.
- Main Section Headings: can be numbered as chapter-number.section-number (e.g., 3.2 for chapter 3, section 2) in 14 pt. size, bold.
- Second Headings: can be numbered as x.y.z (e.g., 3.2.4 for chapter 3, section 2, subsection 4) in 12 pt. size, bold.

**Page Numbering:**

Preliminary pages of the thesis, that is, those preceding the text are to be numbered in Roman numerals. The first page must not show its page number. Pages of the text itself and of all items following the text should be numbered consecutively throughout in Arabic numbers, beginning with number 1 on the first page of the first chapter. Page numbers should be placed in the lower right corner or center of the page. Only the number should appear, not page 9.

**Tables and Figures:**

Figures and tables should be inserted at the appropriate place in the text. Figures must have numbers and captions under the figures. Tables have their titles and numbers above.

**Photographs:**

High-quality scanned images can be inserted into the thesis text.

**Binding:**

The thesis should be hard bound. Cover should be of navy-blue colour with silver text.

## **Reference**

All author-year in text citations refer to an alphabetical list of "References" at the end of the thesis, whose format emphasizes date of publication. Note that it is a list of "references" and NOT a "bibliography". Therefore, you should not include any source that is not cited in the text. The format for the References must meet the following specifications:

Start your references on a new page, after the last page of your text. The references must be single spaced with a double space between them.

- List all your references (primary or secondary) alphabetically. Put an asterisk mark (\*) against (at the beginning on the left side) of the primary sources as and when they appear in the list and mention this after the heading.
- Immediately *before* the consolidated list of references, students may append an alphabetised list of Primary Sources if their supervisor so requires.

### **REFERENCES**

(\* indicates a primary source)

- Follow the following style for different types of references:

#### **Books**

Surname, First Names/Initials (year), *Title in italics*, Place: Publisher.

Abraham, I. (1999), *The Making of the Indian Atomic Bomb: Science, Secrecy and the Postcolonial State*, New Delhi: Orient Longman.

#### **Articles or other work in a journal**

Surname, First Names/Initials (year), "Title of the article", *Name of Journal in italics*, vol (no): page numbers.

Arrow, K.J. (1962), "The Economic Implications of Learning by Doing", *Review of Economic Studies*, 29 (3): 155-173.

#### **Article, chapter, or work in an edited volume**

Surname, Firstnames/Initials (year), "Title of the article", in Names of Editors (eds.) *Title of the edited volume*, Place: Publisher.

Cox, Robert (1992), "Towards a Post-Hegemonic Conceptualisation of World Order: Reflections on the Relevancy of Ibn Khaldun", in James N. Rosenau and Ernst-Otto Czempiel (eds.) *Governance without Government: Order and Change in World Politics*, Cambridge: Cambridge University Press.

#### **Article in a newspaper or magazine**

Surname, Firstnames/Initials (year), "Title of the article", *Newspaper*, Place, Exact date [dd Month yyyy].

Chatterjee, Partha (1999), "Fragile Distinctions: Between Good and Bad Nationalism", *The Times of India*, New Delhi, 20 August 1999.

#### **Unpublished dissertation or paper**



Surname, First Names/Initials (year), *Title of thesis*, Ph.D Thesis, Place: University.  
Bhattacharya, Abanti (2004), *Chinese Nationalism: The Impact on Policy*, Ph.D. Thesis, New Delhi: Jawaharlal Nehru University.

### Translated book

Surname, Firstnames/Initials (year), *Title of the Translated work*, Name of Editor (ed.) if any, Translated by Names of the Translators, Place: Publisher.  
Borges, Jorge Luis (1999), *Selected Non-Fictions*, Elliot Weinberger (ed), Translated by E. Allen, S.J. Levine and E. Weinberger, New York: Penguin.

### Government, International Organisations and NGO publications

Name of the Government/ International Organisation (year), *Title*, Publication Details (number etc.) if any, Place.

Government of India (2005), *Economic Survey 2004-2005*, Ministry of Finance, New Delhi.

OR

Ministry of Commerce (2000), Government of India, Ministry of Commerce, *Newsletter of Ministry of Commerce: India and the WTO*, 2 (12) December.

Ministry of Commerce (2001a), Government of India, Ministry of Commerce, 'India reaffirms position on WTO issues at Mexico meet', *Newsletter of Ministry of Commerce: India and the WTO*, 3 (6-7), June-July: 3-9.

Ministry of Commerce (2001b), Government of India, Ministry of Commerce, 'India reaffirms position on WTO issues at Mexico meet', *Newsletter of Ministry of Commerce: India and the WTO*, 3 (9), September.

World Bank (2003), *World Development Report 2003*, Oxford University Press: New York.

Congressional Hearings, I, (1999), US 106<sup>th</sup> Congress, Session 1<sup>st</sup>, Senate, Committee on Foreign Relations, Hearings, The Taiwan Security Enhancement Act, August 4, 1999 (US Government Printing Office: Washington. DC).

### Legal case

List cases by title; give volume number and abbreviated name of reporting service, starting page-number in the volume, court that decided the case, and year.

*Examples:*

Document/agreement obtained from the United Nations Treaty Series (UNTS): *Agreement for the Prosecution and Punishment of the Major War Criminals of the European Axis*, (1951), 82 UNTS 280.

*Geneva Convention of August 12, 1949 Relative to the Treatment of Prisoners of War*, (1950), 75 UNTS 135.

United Nations Documents like General Assembly Resolutions/ Security Council

Resolutions: *Rome Statute of the International Criminal Court* (Year), UN Doc A/CONF.183/9.

*Statute of the International Tribunal for the Former Yugoslavia* (1993) UN Doc. S/RES/827, annex.

*Statute of the International Tribunal for Rwanda* (1994), UN Doc. S/RES/955, annex.

GA Res. (Year), 217 A (III), UN Doc. A/810 (the reference to this GA Resolution and the text etc. would be there in the main text).

Decisions of the International Court of Justice:

*Legality of the Threat or Use of Nuclear Weapons, Advisory Opinion*, (1996), ICJ Reports, 226, para. 70

*LeGrand (Germany v. United States of America), Provisional Measures*, Order of 3 March 1999, (1999), ICJ Reports 1, para. 29.

GATT Document in the Basic Instruments and Selected Documents

*Agreement on the Interpretation of Article VI of the General Agreement on Tariffs and Trade* (GATT, BISD 26 Supp. 171 (1980).

WTO cases

*United States-Standards for Reformulated and Conventional Gasoline*, Appellate Body Report and Panel Report, WTO Document WTO/DS2/9 of 20 May 1996.

Indian Supreme Court (SC)/High Court cases reported in the All India Reporter (AIR).

*Lallubhai Chakubhai Jariwalala vs. Samaldas Sankalchand Shah*, AIR, 1934 Bom. 407.

*Mahendra Verma vs. Rajendra Verma*, AIR 1999 SC 3345.

### **Some Variants**

#### **Two authors**

Bhagwati, J and P. Desai (1970), *India: Planning for Industrialisation*, London: Oxford University press.

#### **Three or more authors**

Judge, G.G. et al. (1985), *The Theory and Practice of Econometrics*, New York: John Wiley & Sons.

#### **Reprinted book**

Schumpeter, J.A. (1954), *History of Economic Analysis*, New York: Oxford University Press, reprinted 1976.

#### **Book in several volumes**

Chenery, H. and T.N. Srinivasan (eds) (1988), *Handbook of Development Economics*, Vol. 1, Amsterdam: North Holland.

#### **Indirect Source**

For a source you know only as it is quoted or cited by another scholar, give full publication data for the original source and for the other scholar, linked by the phrase "quoted in" or "cited in."

Levi-Strauss, C. (1969) *The Raw and the Cooked: An Introduction to a Science of Mythology*. New York: Harper & Row. Quoted in Howard Gardner (1983), *Frames of Mind: The Theory of Multiple Intelligences*, New York: Basic Books.

#### **Internet Sources**

Brin, D. (1993), "The good and the bad: Outlines of tomorrow", [Online: web] Accessed 5 Sept. 1995 URL: <http://kspace.com/KM/spot.sys/Brin/pages/piece1.html>.

Harvey, G. (1995), *Writing with Sources: A Guide for Harvard Students*, Gordon Expository Writing Program, Harvard University, [Online: web] Accessed 15 May 2005, URL: <http://www.fas.harvard.edu/~expos/sources/>.

ICTSD (2004), International Centre for Trade and Sustainable Development (Geneva), "India Submits Cautious Services Offer", *BRIDGES Weekly Trade News Digest*, 8 (3), 28 January: 4-5, URL: <http://www.ictsd.org/weekly/04-01-28/BRIDGESWeekly8-03.pdf>.

IFATPC (2004), International Food and Agricultural Trade Policy Council, "Twenty-

Five Ways to Improve the Derbez Draft on Agriculture”, 10 February, URL:  
<http://www.agritrade.org/Doha/Derbez/Assessment%20Paper.pdf>.

Przeworski, Adam and Frank Salomon (1995), “The Art of Writing Proposals: Some Candid Suggestions for Applicants to Social Science Research Council Competitions”, New York: Social Science Research Council, revised 1998, [Online: web] Accessed 3 February 2006, URL:  
[http://www.ssrc.org/fellowships/art\\_of\\_writing\\_proposals.page](http://www.ssrc.org/fellowships/art_of_writing_proposals.page).

***Class lecture, conference paper, speech, or performance***

Lal, Deepak (2005), “Globalizing Capitalism”, Lecture delivered on 19 April 2005 at the Centre for International Trade and Development, School of International Studies, Jawaharlal Nehru University: New Delhi.

Prior to citing lectures and conference papers, ensure that the author has not specified that the lecture/paper is not for citation.

***Personal or phone interview, letter or e-mail***

Agarwal, M.L. (2005), e-mail to the author, 5 April 2005.

Weeramantry, C.G. (2000), personal interview, Baudholoka Mawatha, Colombo, 28 April 2000. A document authenticating the content of the interview is mandatory.