



REVISED PLAGIARISM GUIDELINES/SUBMISSION OF FINAL THESIS

Users are requested to note that the following guidelines have been framed to avail of the plagiarism check services in the library which is using "**Drillbit**" plagiarism checker software to get the percentage of similar contents already published in various online information sources. While submitting the soft copy of the doctoral thesis for check with plagiarism prevention software, the research scholars and supervisors are solicited to consider and strictly adhere to the following regulations:

1. The CD or Pen drive containing the soft copy of the thesis has to be in the word file or searchable PDF format.
2. Thesis covering all the chapters, from Title page to bibliography/references be in a **single word** or **PDF file**, excluding preliminary pages: declaration, acknowledgment, abstract, summary list of charts abbreviations, table of contents, etc. and succeeding pages, bibliography, appendices: glossary, index, questionnaire, etc.
3. The soft copy of has to be submitted for plagiarism check after incorporating suggestions given by the doctoral committee during the Pre-Submission Colloquium. The contents of the submitted for plagiarism check should be the same as the contents of the thesis which is going to be finally submitted to the Vishwavidyalaya for the award of a doctoral degree. The maximum document length is 400 pages, so it should not exceed 400 pages. If the maximum length is increased, the files may be submitted into two parts.
4. Plagiarism check service certificate has to be obtained from the Research Department 15 days in advance before the last date of submission.
5. The duration of 48 hours is allowed for scanning the text of the thesis and the issue of the report depicting the percentage of similar content.
6. The library facilitates access to anti-plagiarism software "**Drillbit**" to the research scholar who is submitting a doctoral thesis to the Vishwavidyalaya. It is the responsibility of the research scholar and the supervisor of the research contributions.
7. In case the percentage of similar contents is beyond the limit or any plagiarized content detected, the researcher has to revise the contents under the supervision of the guide, to ensure the originality of the research contribution.
8. The application of the candidate who is submitting at the last date will not be considered for the plagiarism check. Kindly check candidates should submit their request at least a week before the submission of the thesis.



9. The researchers are informed to acknowledge the right authors/sources providing the text within quotes. Uniformity and consistency be maintained in rendering bibliographic references.
10. A summary of the similarity report will be sent to the email ID of the researchers by the Ph.D cell for perusal and rectification.
11. The researchers and the supervisors have to revise and resubmit the thesis in case the percentage of similar content detected is beyond the tolerance limit. The upper limit is exclusive of the similar contents detected from the publications of the researcher.
12. A certificate (Plagiarism Self Exclusion Certificate, attached) has to be issued by the Supervisor specifying and attaching the articles that have been published by the student from thesis work regarding self-plagiarism or cases where published work of the student is shown as plagiarism in the check. Only these articles should be excluded from the check. No other article of the Supervisor or the student should be excluded from the check. This will be for reference to the library which will perform the final check.
13. Plagiarism report must be certified / verified by the Research Guide.
14. Normally, a candidate can apply 4 times (free) for plagiarism checking for Ph.D. Thesis/Research Paper after that scholar has to pay the fees for plagiarism checking.
15. The candidates should write his/her name and department on CD without fail. Further, candidate is advised to follow below-given guidelines before submitting his/her thesis along with the softcopy in CD.

A. Arrange the Ph.D. thesis files in the following sequence and in the PDF format for final submission in soft copy.

- 01-Title.pdf
- 02- Prelim pages (Title+ declaration + certificate + acknowledgment+ List of tables and graphs)
- 03- Content
- 04- Abstract
- 05- Chapter 1.pdf
- 06- Chapter 2.pdf
- 07- Chapter 3.pdf
- 08- Chapter 4.pdf
- 09- Chapter 5.pdf
- 10- Annexures (Bibliography+ reference+ questionnaire + Maps+ Publications etc.)



80_Recommendation.pdf

(The recommendation should contain title page and chapters which contains recommendation/conclusion/summary/ findings/future prospects. Recommendation file should be named as 80 Recommendation and should be in PDF format without any images.)

File 80 Recommendation is compulsory.

(Include all the chapters contained in the thesis in sequence as per original thesis)

The above instructions are mandatory for the final submission of the Ph.D. thesis.