

MPhil /MS/ PhD Research / Thesis Schedule and /Supervisor-Supervisee interaction

Proforma

After completion of course work and approval of Research Synopsis / allocation of supervisor/ title of research from BASR the under mentioned proforma will be placed in student's file and updated by supervisor on weekly basis. For monitoring and assurance of governance quality of research the same will be shared with Chairperson, Dean and Dir AS&R office on monthly basis.

1. Students's Details

- a. **Name/ Roll No:** _____
- b. **Degree (Session)/
Dept** _____
- c. **Topic of Research:** _____

2. Supervisor's Details

- a. **Name and
designation:** _____
- b. **Department:** _____

3. 2nd Supervisor's / CO Supervisor's Details

- a. **Name and
designation:** _____
- b. **Department:** _____

4. Meeting Schedule (3rd semester)

| Sr. | Weeks | Day and Time | Agenda of Meeting | Progress on Agenda (To be endorsed by the |
|------------|--------------|-------------------------|--------------------------|----------------------------------------------------------|
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| | | | | supervisor) |
| a. | Week-1 | | Explanation of Supervisor and supervisee role. Discussion on proposed topic of research and sharing the Research Synopsis format with supervisee. | |
| b. | Week-2 | | Discussion and development of Research Synopsis (Introduction and Review of Literature portion) | |
| c. | Week-3 | | Discussion and development of the Research Synopsis (Justification / significance – Likely benefits / Objectives and research gap) | |
| d. | Week-4 | | Discussion and development of Research Synopsis (Plan of work – Methodology Data / results collection methods – Statistics program to be applied, Facilities available, places of Work and References) | |
| E | Week-5 | | Final Research Synopsis and formulating a suitable topic for approval from BASR. Submission to HoD in soft and hard form for record <u>In case of PhD study:</u> Preparation for presentation and final approval of Research Synopsis and topic from BASR through DASR. | |

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| f. | Week-6 | | Discussion on Research Ethics and formulation of templates for noting the observations and recording the results. | |
| g. | Week-7 | | Conduct of Research: Discussion to ensure the availability of all chemicals/ reagents/ Glassware/ equipment and allied facilities for experimentation, sample collection / data collection or conduct of a survey. If required initiate letters to collaborating institutions/ departments | |
| h | Week-8 to 16 | | Discussion on Research Progress as per plan of work given in the Research Synopsis and how to address the hurdles / impediments | |

5. Meeting Schedule (4thsem MS/MPhil) – For PhD students see Foot Note

| Sr | Week | Day and Time | Agenda of Meeting | Progress on Agenda (To be endorsed by the supervisor) |
|-----------|--------------------|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| a. | Week-1 | | Sharing the format of Thesis writing. Discussion on Research Progress as per plan of work given in the Research Synopsis and address the hurdles/ impediments | |
| b. | Week-2 to 3 | | Discussion on Research Progress | |

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| | | | and writing of introduction for thesis writing | |
| c. | Week-4 to 5 | | Discussion on Research Progress and writing of Literature Review for thesis writing | |
| d. | Week-6 to 7 | | Discussion on Research Progress and writing of Literature Review for thesis writing | |
| e. | Week-8 to 9 | | Discussion on Research Progress and finalization of Introduction /Literature Review for thesis | |
| f. | Week-10 | | Discussion on Research Progress and writing of Methodology chapter for thesis writing | |
| g. | Week-11 | | Discussion on Research Progress and finalization of Methodology chapter for thesis writing | |
| h. | Week-12 to 13 | | Critical thinking and data Analysis Discussion and Formatting | |
| i. | Week-14 | | Discussion on results tabulation / interpretation and statistics application. | |
| j. | Week-15 | | Writing of Results section of Thesis | |
| k. | Week-16 | | Writing of Discussion section of Thesis and References | |
| l. | Week-17 | | Finalization of Discussion section of Thesis and References . Checking of plagiarism and preparation of presentation for internal defence | |
| m. | Week-18 to 19 | | Clearance by departmental thesis evaluation committee and conduct of internal defence . Submission of thesis for external defence | |

Note - For **PhD** studies in pursuit of creating new knowledge an extensive research is required and therefore the minimum time line to complete the degree is three years. For PhD students the schedules / timelines and agenda of the meetings will be framed by the respective supervisor from 4th semester onward as per requirements / nature of the research/ timelines.

