

DISSERTATION WRITING

General Information:

Dissertation is a detailed discourse on a subject especially submitted for a higher degree in a University (Oxford Dictionary).

The CPSP dissertation is a document that contains relevant details of the research work conducted by the fellowship trainee relating to the problem selected. The objective of writing a dissertation is to develop skills in fellowship trainees for:

- collection and compilation of data,
- analyzing and reviewing relevant literature available on the subject (both national and international),
- developing medical writing habits as an art for writing scientific articles in medical journals.

The other advantages of writing a dissertation include:

- Cultivating an inquiring mind
- Encouraging in depth study of common problems afflicting our people
- Generation of scientific data locally
- Keeping abreast of new developments locally and abroad
- Understanding the fundamentals of research

Rules and Requirements

To prepare a dissertation acceptable to the CPSP, the rules and requirements prescribed below must be followed while writing.

Approval:

- The research work or study must be started after receiving the approval of synopsis / research protocol from RTMC, CPSP.
- The research work or study must be planned in such a way that the entire study, including dissertation writing, is completed during the training period.
- The topic and research methodology must be the same as laid down in the synopsis/research protocol approved by the RTMC, CPSP.
- Patients in the photograph(s), if included in the dissertation, must not be identifiable or the photographs must be accompanied with a written consent of the patients. Colored photographs are to be preferred.
- Photomicrographs, if included in the dissertation, must have internal scale markers and symbols, arrows or letters in contrast to the background.
- If tables, figures, diagrams, photographs, photomicrographs or any other type of illustrations are reproduced from published literature, they must be properly acknowledged in the dissertation.

- Only standard terms and abbreviations must be used if needed in the dissertation. When using for the first time, a full word or phrase, together with its abbreviation in bracket (except for standard measurement units), must be mentioned. A list of all abbreviations used in the text must also be attached in the dissertation.
- The information about patients such as names, initials or hospital numbers must be kept confidential, especially in illustrative material.

Contents:

- It is essential that a minimum of one third contents of the dissertation should be from the trainee's own research work or study.
- The statistical tests mentioned in the dissertation must have proper references to enable an assessor or reader to verify the reported results. Statistical terms, abbreviations and symbols must be defined. Any computer program, if used, must also be specified.
- The illustrations in the dissertation must be accurately drawn, on separate pages and numbered serially. Each figure / diagram must have a legend. Free hand lettering is not accepted.
- Measurement, units of length, height, weight and volume mentioned in the dissertation must be in metric system i.e., meter, kilogram and liter.

Format:

- Each section of the dissertation must be started on a new page.
- The section in part 1, from "Dedication" upto the list of "Abbreviation", should be serially numbered in Roman number while the rest should be serially numbered in Arabic numerals.
- The Dissertation must contain 15,000 to 20,000 words i.e., about 80-100 A4 size pages, typed or computer-printed with double space, on one side of each page.
- It must have 4-cm margin, at all 4 sides of each page.
- All pages must have serial numbers at upper right hand corner.
- It must not contain any typographical errors or spelling mistakes.
- The font size should be 12.
- Font should be New Times Roman or Ariel or Verdana.

Language:

- The writing of dissertation must be planned in such a way that continuity of the theme is maintained.
- It must be written in trainee's own words and style. The language must be simple, direct and precise. Verbosity must be avoided.
- Direct quotations must be minimally used. If quoted, these must be given within inverted commas with full acknowledgment.
- The statements, other than trainee's own, must be supported with reference citation.
- The trainee, who plagiarizes or copies someone else's Dissertation, will

be liable for a punitive action by CPSP, which may include debarring him/her from appearing in FCPS examination for lifetime.

- Each table must be typed or computer-printed with double space, on a separate page. It must be numbered consecutively, in order of citation and inserted at the appropriate place in the text. Symbols and abbreviations, if used, must be explained in the footnote of each table.

Special Cases:

- If the trainee wishes to change the supervisor, he must intimate the original supervisor in writing that he/she is applying for a change of supervisor and submit documentary evidence with full justification(s) to RTMC.
- The trainee must obtain approval in writing from RTMC, CPSP for changing the supervisor originally approved by the CPSP. The Supervisor must endorse the certificate annexed at "B", before the dissertation is submitted to RTMC, CPSP.
- In case the trainee, who has already acquired a Fellowship from CPSP, desires to appear for FCPS in any other specialty, he/she may submit a fresh Dissertation or his/her 2 published papers on the chosen specialty in JCPSP or journals listed in Index Medicus as the main author.

Submission:

- Certified copies of dissertation must be submitted to CPSP, through the Supervisor for assessment and approval, at least nine months before the date of examination in which the trainee desires to appear.
- The dissertation must be secured with spiral binding.
- The CPSP will get it bound permanently after acceptance.
- The dissertation must be submitted along with the paid bank challan or a bank draft / pay order issued in the name of CPSP, on account of Dissertation fee and binding charges.
- Once the dissertation is submitted to CPSP, it must not be submitted to any other institution for a postgraduate diploma or degree. Violation of this rule, will render the trainee liable to punitive action by CPSP, which may include cancellation of Fellowship.
- The trainee may write an article based on his/her approved dissertation and submit it to the Journal of CPSP. Such an article must have the name of trainee as the first author.