

# **GUIDELINES FOR THESIS DRAFT PREPARATION**

## **1. Language**

English

## **2. Paper Specifications**

Color: White

Size: 21 cm x 29.7 cm (A4)

Weight: 80 g m<sup>-2</sup>

## **3. Typing**

Left margin: 3.5 cm

Right margin: 2.0 cm

Top margin: 3.0 cm

Bottom margin: 2.5 cm

Spacing: 1.5 lines

Side: Front single

Font size: 12 (size 10 is smaller than 12)

Font type: Times New Roman

Font style: Regular

Font color: Black

Corrections with fluid: Not allowed

Overwriting: Not allowed

Crossing out words: Not allowed

Typing machine: Computer

Printing quality: Laser or letter quality

Copies: High-quality photocopy

## **4. Illustrations and Photographs**

- Place within the thesis draft text at appropriate places
- Paste the photographs or illustration plates, which are printed on special papers
- Type titles at the bottom of the illustration in the font used in the text

## **5. Top Cover** (A sample is given in Appendix A)

Typed in all capital letters, should include

- Thesis draft title typed 7.5 cm below the top margin
- Full name of the author typed in the middle of the page
- Year of thesis draft submission typed 5 cm above the bottom margin

## **6. Title Page** (A sample is given in Appendix B)

Title length commonly not longer than 15 words.

It is the first page under the top cover typed in all capital letters and center justified on each line with the following information.

- Approved thesis title 5 cm below the top of the page
- Full name of the author typed 8 lines below the title
- The following contents typed 8 lines below the title:

THESIS DRAFT  
SUBMITTED TO THE  
AGRICULTURE AND FORESTRY UNIVERSITY  
FACULTY OF AGRICULTURE  
RAMPUR, CHITWAN  
NEPAL

- Further 3 lines below the following should be typed:

IN PARTIAL FULFILMENT OF THE  
REQUIREMENTS FOR THE  
DEGREE OF

- Further 3 lines below the following should be typed:  
(name of the degree)  
(major subject within parentheses)

- Month and year of final copy of thesis/dissertation submission should be given at the bottom line

## **7. Certificates**

Each thesis draft submitted for evaluation will have one certificate

- Certificate from the Advisory Committee (Appendix D)

## **8. Acknowledgement**

- A short acknowledgement sheet should be next to the title sheet
- It should acknowledge contributions of all concerned, including financial sponsors, if any.

## **9. Table of Contents**

Should include the chapter headings and also the subtitles, if any, with appropriate page references.

Should be placed next to the certificate sheets.

The text of the thesis/dissertation should usually consist of the following chapters:

- Introduction [ i) Background, ii) Statement of Problem/Research Question, iii) Rationale of the Study, iv) Objective]
- Literature Review [specifically justifying the research question and objectives]
- Materials and Methods (for Biological Science) /Methodology (for Social Science) [showing details of study design, methods, tools and data analysis]
- Results [following the sequence of the study/experiment]
- Discussion [analyzing critically, interpreting and justifying the scientific merit and novelty of the research findings, including the implications and limitations of the study]
- Conclusion [summarizing the research findings that gives answer to the research questions and objective]
- Recommendation for further Research [addressing research limitations and exploring further science of the research findings]
- Literature Cited [using APA 7th edition model]
- Appendices [including list of publications, questionnaire and so on that are useful information/materials but not included in the main text]
- Biographical Sketch (showing academic journey of the student)

## **10. Literature Cited**

A sample is given in Appendix E

## **11. Submission of Thesis Draft**

The thesis draft must be submitted during office hours by the deadline specified in the notice from the Faculty of Agriculture. If this deadline is not met, the student will be required to register and pay all fees for an additional semester. One unbound copy of the thesis draft should be handed in to the Dean or Assistant Dean (Academics) of the Faculty of Agriculture.

**12. Abstract** (1 to maximum 2 pages, A sample format is given in Appendix F of PG Bulletin 2024)

## **13. Submission of Thesis Draft**

The copy of the thesis draft must contain the following information in the order given below.

1. Cover Page (unbound)
2. Title Page
3. Certificate (Appendix D)
4. Acknowledgement
5. Acronyms and abbreviations
6. Table of Contents
7. List of Tables
8. List of Figures
9. List of Appendices
10. Abstract in English (one to maximum two pages or 300 to 500 words. The abstract should begin with a brief but precise statement of the problem or issue and research objective, followed by a description of the research method and design, the major findings, and the conclusion). It should be in a single paragraph.
11. Abstract in Nepali (one-page simple summary with take-home message in simple Nepali language)
12. Text of the thesis draft
13. Biographical Sketch (a brief academic journey)

No page number should be shown on the title page and thesis draft certificate form but it should be counted.

Page numbering should start from the acknowledgement in Greek numerals, with the acknowledgement page numbered 'iii' at the bottom in the middle. Greek numbering this way should continue till the abstract page. Arabic numerals should start from the page containing the Introduction near the upper right corner of the page. The pages containing individual chapter titles such as Introduction, Literature Review, Materials and Methods or Methodology, etc., should be counted but should not be numbered.

APPENDIX - A

(Sample of the Top Cover)

**ASSESSMENT OF GENETIC DIVERSITY AND MILLING QUALITY TRAITS OF  
LOCAL GENOTYPES OF RICE (*Oryza sativa* L.) IN CHITWAN, NEPAL**

**PRASHANSA PANDEY**

**MAY 2025**

APPENDIX - B

(Sample of the Title Page)

**ASSESSMENT OF GENETIC DIVERSITY AND MILLING QUALITY TRAITS OF  
LOCAL GENOTYPES OF RICE (*Oryza sativa* L.) IN CHITWAN, NEPAL**

**PRASHANSA PANDEY**

**THESIS  
SUBMITTED TO THE  
AGRICULTURE AND FORESTRY UNIVERSITY  
FACULTY OF AGRICULTURE  
RAMPUR, CHITWAN  
NEPAL**

**MAY 2025**

APPENDIX - D  
(Certificate for draft)

**CERTIFICATE**

We, the undersigned, members of the Advisory Committee of Mr./Ms. \_\_\_\_\_  
\_\_\_\_\_ Id. No. \_\_\_\_\_, a candidate for the degree of \_\_\_\_\_  
(\_\_\_\_\_) agree that the thesis entitled \_\_\_\_\_

\_\_\_\_\_ may be submitted in partial fulfillment of the requirements for the degree.

\_\_\_\_\_  
(Name)  
Chairperson  
Advisory Committee  
Date:

\_\_\_\_\_  
(Name)  
Member  
Advisory Committee  
Date:

\_\_\_\_\_  
(Name)  
Member  
Advisory Committee  
Date:

(Sample of Certificate for draft)

## CERTIFICATE

We, the undersigned, members of the Advisory Committee of Mr./Ms. **PRASHANSA PANDEY** Id. No. **PLB-07M-2022**, a candidate for the degree of **Master of Science in Agriculture (Plant Breeding)** agree that the thesis entitled “**ASSESSMENT OF GENETIC DIVERSITY AND MILLING QUALITY TRAITS OF LOCAL GENOTYPES OF RICE (*Oryza sativa* L.) IN CHITWAN, NEPAL**” may be submitted in partial fulfillment of the requirements for the degree.

\_\_\_\_\_

Raju Kharel

Chairperson

Advisory Committee

Date:

\_\_\_\_\_

Krishna Hari Dhakal, PhD

Member

Advisory Committee

Date:

\_\_\_\_\_

Prof. Madhav Prasad Pandey, PhD

Member

Advisory Committee

Date:

## APPENDIX - E

### CITATIONS

#### APA citation style (7th or APA latest edition)

##### Book with Single Author:

Gore, A. (2006). *An inconvenient truth: The planetary emergency of global warming and what we can do about it*. Emmaus, PA: Rodale.

**In-text reference:** (Gore, 2006)

##### Book with Two Authors:

Michaels, P. J., & Balling, R. C., Jr. (2000). *The satanic gases: Clearing the air about global warming*. Washington, DC: Cato Institute.

**In-text reference:** (Michaels & Balling, 2000)

##### Book with Three or More than Three Authors:

Mention all authors as shown in two authors' pattern.

In-text reference: List only the first author's name followed by "et al."

##### Book with Editor as Author:

Galley, K. E. (Ed.). (2004). *Global climate change and wildlife in North America*. Bethesda, MD: Wildlife Society.

**In-text reference:** (Galley, 2004)

##### Brochure or Pamphlet:

New York State Department of Health. (2002). *After a sexual assault*. [Brochure]. Albany, NY: Author.

**In-text reference:** (New York, 2002)

##### An Anonymous Book:

*Environmental resource handbook*. (2001). Millerton, NY: Grey House.

**In-text reference:** (Environmental Resource Handbook, 2001)

##### Articles in Reference Books (unsigned and signed):

Greenhouse effect. (2005). *American heritage science dictionary*. Boston, MA: Houghton Mifflin.

Schneider, S. H. (2000). Greenhouse effect. *World book encyclopedia* (Millennium ed. Vol. 8, pp. 382-383). Chicago, IL: World Book.

**In-text references:** (Greenhouse effect, 2005)

(Schneider, 2000)

##### Magazine Articles:

Allen, L. (2004, August). Will Tuvalu disappear beneath the sea? Global warming threatens to swamp a small island nation. *Smithsonian*, 35(5), 44-52.

Begley, S., & Murr, A. (2007, July 2). Which of these is not causing global warming? A. Sport utility vehicles; B. Rice fields; C. Increased solar output. *Newsweek*, 150(2), 48-50.

**In-text references:** (Allen, 2004), (Begley & Murr, 2007)

##### Newspaper Articles (unsigned and signed):

College official agrees to cut greenhouse gases. (2007, June 13). *Albany Times Union*, p. A4.

Landler, M. (2007, June 2). Bush's Greenhouse Gas Plan Throws Europe Off Guard. *New York Times*, p. A7.

**In-text references:** ("College Officials", 2007)  
(Lander, 2007)

**Journal Article with Continuous Paging:**

Miller-Rushing, A. J., Primack, R. B., Primack, D., & Mukund, S. (2006). Photographs and herbarium specimens as tools to document phenological changes in response to global warming. *American Journal of Botany*, 93, 1667-1674.

**In-text reference:** (Miller-Rushing et al., 2006).

**Journal Article when each issue begins with p.1:**

Bogdonoff, S., & Rubin, J. (2007). The regional greenhouse gas initiative: Taking action in Maine. *Environment*, 49(2), 9-16.

**In-text reference:** (Bogdonoff & Rubin, 2007)

**Journal Article from a Library Subscription Service Database with a DOI (digital object identifier)"**

Mora, C., & Maya, M. F. (2006). Effect of the rate of temperature increase of the dynamic method on the heat tolerance of fishes. *Journal of Thermal Biology*, 31, 337-341. doi : 10.1016/j.jtherbio.2006.01.055

**In-text reference:** (Mora & Maya, 2006)

Pokharel, N. (2014). *Effects of different fertilization and feeding systems on water quality and growth performance in Nile tilapia* (Master thesis, Agriculture and Forestry University, Chitwan, Nepal). **In-text reference:** (Pokharel, 2014)

**Website:**

United States Environment Protection Agency. (2007, May 4). *Climate Change*. Retrieved From the Environment Protection Agency website: <http://www.epa.gov/climatechange>

**In-text reference:** (United States Environment, 2007)

Gelspan, R. (2007). *The Heat Is Online*. Lake Oswego, OR: Green House Network. Retrieved from The Heat Is Online Website: <http://www.heatisonline.org>

**In-text reference:** (Gelspan, 2007)

APPENDIX -F  
(Format for Abstract)

**ABSTRACT**

Name:  
Semester and year of admission:  
Advisory Committee Chair:

Id. No.:  
Degree:  
Department:

---

(Name)  
Advisory Committee Chair

---

(Name)  
Student

(Format for शोधसार )

**शोधसार**

नाम:  
भर्ना वर्ष र सत्रान्तः  
सल्लाहकार समिति प्रमुख:

प. न. :  
उपाधि:  
विभाग:

---

(नाम)

सल्लाहकार समिति प्रमुख

---

(नाम)

विद्यार्थी

## **ABSTRACT**

Name: Prashansa Pandey

Id. No.: PLB-07M-2023

Semester and year of admission: First, 2022

Degree: M.Sc. Agriculture (Plant breeding)

Advisory Committee Chair: Raju Kharel

Department: Genetics and Plant Breeding

(A single-paragraph abstract of 1-2 pages)

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Raju Kharel

Advisory Committee Chair

---

Prashansa Pandey

Student

(Sample of Table of Contents)

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