

Suggested Format for Dissertation

The following outline presents the usual sequence of the presentation of various items:

A. Preliminary Section or Front Matter

- (i) The title-page, all in capital letters, slightly above the center of the page (unnumbered); the cover should have the following printed on it in block letters:

TITLE OF THESIS
BY
NAME OF AUTHOR

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- (ii) one inner cover page (unnumbered); the inner cover should have the following printed on it:

TITLE OF THESIS
BY
NAME OF AUTHOR
(Regn No. _____)
(Membership No. _____)

Submitted in fulfillment of the requirement of
Post Qualification Course in International Trade Laws and WTO
in _____(Month & Year)

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- (iii) certificate(s)/approval letter(s) of dissertation guide(s);
- (iv) acknowledgements;
- (v) a preface (pagination to be in roman numerals lower case consecutive);
- (vi) a table of contents (pagination, again to be roman numerals lower case, continuous from the preface); The tables of contents must list the headings of the various chapters in their due order, as also of the major sections of the chapters, and must indicate the number of the page at which each chapter or major section begins.
- (vii) list of tables, if any (pagination to be roman numerals, lower case); and
- (viii) list of figures, if any; (pagination to be roman numerals, lower cases).

B. Main Body of the Dissertation

The various chapters of the Dissertation

(i) Introduction

- (a) Statement of the problem-specific questions to be answered
- (b) Significance of the problem
- (c) Purposes of the study
- (d) Assumptions and limitations
- (e) Definition of important terms

(ii) Review of the Related Literature or Analysis of Provision Research

(iii) Methodology

- (a) Data and the sources of data
- (b) Methods of data gathering
- (c) The various techniques used in analysis of data

(iv) Presentation and Analysis of Data

Various chapters including text, tables and figures.

(v) Summary and Conclusions

- (a) Restatement of the problem
- (b) Description of procedures used
- (c) Principle findings and conclusions
- (d) Recommendations for further research

C. Reference Section

- (i) Appendices, if any, documents, if any; other items; if any (pagination to be in Arabic numerals, consecutive from the chapters) ;
- (ii) The bibliography (pagination to be in Arabic numerals, continuous from the chapters and appendices); and
- (iii) Two blank pages (unnumbered)

The final copy is to be typed/printed on good quality A4 size Paper in 1.5 spacing.

The margins are to be kept blanks and clear. (The top margin may, of course, carry the number of page concerned). They may also be uniform throughout the dissertation as follows:

Left Margin. 2”

Right Margin. ½” (not less than 6 typewritten spaces)

Top Margin. 1 ¼” (preferable 1 ½”).

The final draft should be free from typographical errors).

D. Footnotes

Footnotes are used:

- (1) to indicate the source of every direct quotation in the text of the dissertation;
- (2) to indicate the authority for every important statement of fact in the text which is not a matter of common knowledge;
- (3) to acknowledge each conclusion or inference borrowed from other writer;
- (4) to discuss or amplify points which cannot be discussed in the text without complicating the presentation; and
- (5) to relieve the text of any matter tends to interrupt of lesson the interest of presentation.

E. Bibliography

The bibliography can be classified into various categories (in the bibliography the surname comes first):

:

(i) Primary Sources

- Manuscript material
- Government documents
- Other documents

(ii) Secondary Sources

- Books
- Articles in periodicals
- Newspapers