

Guide Lines for Synopsis

- I. First decide the area of research and come-up with some topics of your interest and specialization. Finalize one topic in consultation of your guide.
- II. Read the previous researches done on the similar topics. Same can be used as literature review.
- III. Synopsis should be of 5-8 pages with font Times New Roman, Font size for body - 12, sub heading - 14, Main heading: 16, Margin 1.5 in left & 1 in right, 1.5 spacing.
- IV. Synopsis should contain the following :
 - a. Cover page: Refer Pg.No. 3
 - b. Content page : Content page should contain the following:

1. **Introduction to the topic:** 1-2 paragraph (Introduction to the problem of research and also introduction of the organisation)
2. **Need of the Study:** 200 words approx (why you have selected the topic and why it is needed to be studied?)
3. **Literature Review:** 200 words (Identify what previous researches have signified on the similar topics and prepare Gap Analysis)
4. **Objectives and hypothesis of the study:**
 - Objectives: (This has to be decided in consultation with the Project guide)
 - Hypothesis: (Must be Discussed with your project guide)
 - (i) Null Hypothesis
 - (ii) Alternative Hypothesis
5. **Research methodology:** Mention here, what methodology you shall use for this study in the following order:
 - a) Scope of study
 - b) Research design
 - c) Sample size
 - d) Time Span (if research is based on data related to certain time period)
 - e) Sampling techniques: Random sampling or cluster sampling followed by stratified sampling, convenient sampling, judgmental sampling

- f) Sources of data collection: Primary source and Secondary Source
- g) Tools & Techniques to be used for analysing data like mean, Standard Deviation, correlation analysis, Chi square test, T test etc.
- h) Limitations of Study

6. Chapterization: 1 Page

You have to specify only the title of the chapters which you will prepare for your final project.

- Chapter -1 Introduction
- Chapter -2 Literature Review
- Chapter-3 Research Methodology
- Chapter-4 Data Presentation and Analysis
- Chapter-5 Conclusions
- Chapter-6 Recommendations

Bibliography

Appendix – Attach Approved Synopsis, questionnaire and any other documents which you have not included in the project.

7. Bibliography: Books, Journals, magazine used by you to prepare the synopsis.

Mention the references in the following format.

For books:

Author name, Name of the book, Name of publisher, Edition, year of publishing, page no – (the page which you have referred)

For Journals/ magazine:

Author Name, Title of the paper, Name of the Journal, Publishing date, Page no- (the page which you have referred.)

For website: Mention the full URL address; don't mention the search engines like

(www.google.com, www.ask.com, www.babylonsearch.com, www.yahooanswers.com, etc. are not references so they should be avoided)

A Synopsis

on

“A Study”

Submitted to

RTM Nagpur University

In Partial fulfilment of MBA programme

Submitted by

Name: _____

Enrolment No: _____

Batch: _____

Under the guidance of

Dr./ Prof. _____ **(don't mention sir or madam here)**



2023-24

Green Heaven Institute of Management & Research, Nagpur