

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 organization)
 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)
 5. **Research methodology:** Mention here, what methodology you will 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: Probability and/or Non-Probability Sampling

- f) Sources of data collection: Primary source and/or 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

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.yahoanswers.com](http://www.yahooanswers.com), etc. are not references so they should be avoided)

A Synopsis on
“A Study”

Submitted to RTM Nagpur University
In Partial fulfillment of MBA programme

Submitted by

Name of the student:

Enrolment No:

Batch/Session:

Under the guidance of

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

2025-26

Orange city Institute of Management, Nagpur


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