



Birla Institute of Technology & Science, Pilani
K K Birla Goa Campus

**Academic Graduate Studies & Research Division
(AGSRD)**

DISSERTATION

BITS G562T/ BITS G563T/ BITS G629T

COURSE HANDOUT & GUIDELINES





Birla Institute of Technology & Science, Pilani

K K Birla Goa Campus

**Academic Graduate Studies & Research Division
(AGSRD)**

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N.B.

1. If any of the above date happens to be a Sunday or a holiday, the immediate next date will be the calendar date. FINAL THESIS REPORT should invariably be submitted on or before the above mentioned date.
2. Student should ensure with his supervisor that the Mid. Semester grade and the Final Dissertation Report, Dissertation Abstract and Final Evaluation form are sent to the AGSRD Division by the due date
3. The time and venue of Seminars to be fixed by the Supervisor
4. The final viva-voce examination is to be held on the date announced by AGSRD Division. The Supervisor in consultation with the examiner will fix the venue and time. Students should invariably submit final dissertation report on or before the above mentioned dates
5. Specified formats of the Cover/Title page and certificate form the supervisor should be adhered to in the preparation of final report. Attention should be given to the items in the checklist for preparation of the report. Supervisors are requested to sign the certificate page in the report and signed copy of dissertation report should be made available to the examiners well in advance.

*Final evaluation form, dissertation report and abstract.



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FIRST/SECOND SEMESTER

COURSE HANDOUT: BITS G562T/ BITS G563T/ BITS G629T DISSERTATION

Associate Dean-AGSRD: Prof. Bharat Deshpande

Instructors: All course related supervisors

1. COURSE DESCRIPTION

This course deals with the research and development work in assigned areas of professional interest. Each student will work under the overall guidance and supervision of a faculty member/professional. The course must end with a well defined Final Report outlining all the investigations, achievements and conclusions at the end of each semester. References and bibliography in standard format are also to be included in the report.

2. SCOPE AND OBJECTIVE OF THE COURSE

The aim of this course is to carryout a research and development project in assigned areas of professional interest. The course envisages student's training in the methodology of research and presentation of the research findings in the form of a scientific report.

3. OPERATION OF THE COURSE

a) The student should immediately chalk out a plan of work in Consultation with his Supervisor. Current literature (journals, books, etc.) must be methodically reviewed and the status of the work in the field must be considered. The detailed outline of work must reflect a survey of the current literature in the same area and must include topic of research, objective, background of previous work in the area, methodology and a work plan with a time schedule clearly indicating the intermediate milestones and the estimated time to achieve the same along with references and bibliography

b) Within ten days of registration, the student should give his Dissertation particulars to the AGSRD Division in TS-1 Performa.



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- c) The student should regularly interact with his supervisor and present seminars and submit reports on the scheduled dates. Proposed examiners and other faculty in relevant area may be requested to attend the presentations.
- d) Supervisor will announce the Mid-semester grade to his student and send the MID-SEM Evaluation Form to the AGSRD Division.
- e) Soft copies of Final Dissertation Report and Abstract are to be submitted to the supervisor on or before the last day of class work in each semester. Supervisor will retain his copy and send the remaining ONE copy after the viva-voce examination along with the Final Evaluation Form and Dissertation Abstract to the AGSRD Division.
- f) The following format for Dissertation Abstract should be used:

Format for submission of Dissertation Abstract

Dissertation Title		
Supervisor		
Semester	First/Second	Session
Name of student		ID No
Abstract		

Abstract in the above format should also be included in the bound report.

- g) Every student has to sign his attendance regularly with the supervisor or as per the alternative arrangement made by the supervisor.
- h) The candidate should apply and seek prior permission of his supervisor for going on leave for any genuine needs. If the leave of absence exceeds seven days in the entire semester, the



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recommended final grade may be revised by the Instructor in-charge in consultation with the supervisor.

i) A separate Dissertation topic has to be assigned to individual students. Wherever the broad area is same, the aspects to be researched by an individual candidate should be clearly focused and spelt out.

j) Utmost care should be taken in the preparation of the FINAL REPORT. A Check-list of various items is provided and students should carefully go through these. Supervisors are also requested to examine the draft of the FINAL REPORT keeping in view the items in the check-list

4. EVALUATION

Evaluation in this course is essentially individual oriented. The various instruments of evaluations along with the weightage of components are given below:

Component	Weightage	Week in which due
Viva-I	15	Details are given on Page No.15
Mid. sem. Written report	15	
Mid sem. Presentation	15	
Viva-II	15	
Final Dissertation*	25	
Final ppt.& viva-voce*	15	

*Final Viva-voce examination and evaluation of the Dissertation is to be jointly done by the Supervisor and the examiner appointed by the Associate Dean, AGSRD. The other components are to be evaluated by the supervisor and the details are to be made available to the examiner at the time of final viva.



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Supervisor will send the copy of Dissertation report to the examiner well in advance. Before sending he should check the contents as per checklist and sign the 'Certificate' page.

The evaluation will recognize the day-to-day work involvement and punctuality of the student in his work. Evaluation in various components shall take into account work progress and achievements, technical/professional competence, documentation and expression, initiative and originality, punctuality and reliability, self-reliance, and acquisition of special skills.

The student should extend full cooperation to his supervisor and interact with him in advance about the time, venue and mode of each evaluation.

He should be in constant touch with his supervisor. Supervisor may require his student to sign the attendance sheet before a particular time on each working day.

Grading will be done mainly on the basis of the progress made towards attaining the overall objectives of the Dissertation. The supervisor shall evaluate various prescribed components of evaluation before the submission of final Dissertation. The supervisor shall evaluate the various prescribed components of evaluation before the submission of final report. He/she should seek utmost participation of examiner by inviting him to the various seminars. A full time student is normally registered for 8/9 units when registered along with other courses in a semester. Supervisor can reduce/increase the prescribed units subject to a minimum of 4 and maximum of 10 units depending on the time and effort devoted by the individual student. Supervisor should maintain all pertinent records of his student. Departures in the number of units to be registered may be decided by the Higher Degree Counselling Committee.

The final report and performance in the final viva are to be jointly evaluated by the Supervisor and examiner appointed by the Associate Dean, AGSRD. Evaluation in various components can be done on the basis of marks or grades. However, the recommendations for the final award shall invariably be made in terms of one of the



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prescribed letter grades, viz. A, A-, B, B- etc. The student will have to defend the work appearing in his/her Dissertation before the panel of examiners. Immediately after the final viva, ONE copy each of the Dissertation Report and Dissertation Abstract along with the completed Final Evaluation Form are to be submitted to the AGSRD Division by the supervisor. The student should also ensure with his supervisor so that these reach the Division well before the last date of comprehensive examination.

Supervisor should check that he has signed the 'Certificate Page'.

5. MID SEMESTER GRADING

This will be announced by the supervisor to his student sometime in the 10th week of the semester. Mid-semester evaluation form should be returned by the supervisor to the AGSRD Division during the 10th week of the semester.

6. COURSE NOTICES

Notices pertaining to this course will be displayed on respective Group Notice Boards by the supervisor. Students may also see AGSRD Division Notice Board for notice issued by the Division.

7. GENERAL

a) It is the responsibility of the student to ensure continuous interaction with his Supervisor

b) Prescribed formats of the Cover/Title page and certificate from the supervisor should be adhered to in the preparation of final Dissertation Report. Check-list of items for the Preparation of the FINAL REPORT should also be consulted.

The following sequence may be followed in the preparation of the Dissertation Report:

- Title page (inner cover)
- Acknowledgement



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- Certificate from the Supervisor
- List of Symbols & Abbreviations used
- Dissertation Abstract
- Table of contents
- Chapters 1, 2, 3, etc.
- Conclusion
- Appendices
- Bibliography/References
- List of Publications/Conference Presentations, if any.

c) The registration in Dissertation course is normally after the completion of coursework. The Dissertation will carry 16 credit units for the nominal duration of 1 semester, during which the student will not be permitted to do other coursework. The Department may extend the duration of the Dissertation over two semesters while concurrently allowing the student to do other coursework. In such a case, the total weight of the Dissertation will not exceed 25 credit units.

d) For faculty members pursuing the higher degree on a part time basis, the number of Dissertation units in each semester may be 8/10 as decided by the Higher Degree Counselling Committee.

Associate Dean, AGSRD



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Check List of Items for Final Report of Higher Degree Dissertation

1. Is the Report's 'Cover/Title page' in proper format?
2. Is 'Supervisor's Certificate' in proper format? Has it been signed?
3. Is 'Abstract' included in the Report? Is it properly written?
4. Does the 'Table of Contents' page include chapter page numbers?
5. Does the Report contain a summary of the literature survey?
6. (a) Are the Pages numbered properly?
(b) Are the Figures numbered properly?
(c) Are the Tables numbered properly?
(d) Are the Figures and tables titled properly?
(e) Are the Appendices numbered?
7. Does the Report have 'Conclusion' of the work?
8. Are References/Bibliography given in the Report?
9. Have the 'References' been cited in the Report?
10. Is the citation of 'References and Bibliography' in the standard format?

Attention should be paid on the above items while preparing the FINAL REPORT. Supervisors are also requested to ensure that their candidate(s) have prepared the FINAL REPORT properly.



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Illustrative Examples of Citation of References:

1	Book: A. Gelb, Applied Optimal Estimation. Cambridge, M.A.; M.I.T. Press, 1974
2	A paper in Conference or Symposium Proceedings edited Published by Book Company:R.E. Kalman, 'New Methods in Wiener filtering theory', in Proc. First Symposium on Engineering Applications of Random Function Theory and Probability' J.L. Bogdanoff and F. Kozin, Eds. New York, Wiley, 1963, pp. 270-38
3	Journal Paper: R.E. Kalman and N.S. Pucy, 'New results in linear filtering and prediction theory', Trans.ASME, J.Basic Eng., Vol. 83-D, pp. 95-108, Mar. 1961
4	Conference Paper: M. Vidyasagar and N.K. Bose, 'Input-output stability of linear systems defined over measure spaces', in Proc. Midwest Symp. Circuits, Syst., Montreal, P.O. Canada, Aug. 1975, pp 394-397
5	Ph.D. thesis or Dissertation A.C.G Viera, 'Matri, orthogonal polynomials, with applications to autoregressive modeling and ladder forms', Ph.D. Thesis, Stanford Univ., Stanford, CA, Dec. 77
6	A Private Communication W.M. Wonham (1982) Private Communication



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Format of the Cover/Title page of the Dissertation

(Title of the Dissertation)

Dissertation

Submitted in partial fulfillment of the requirements of

BITS G562T/ BITS G563T/ BITS G629T Dissertation

By

(Author)

ID No. (-----)

Under the supervision of

(Name and Designation of Supervisor)

Emblem

BIRLA INSTITUTE OF TECHNOLOGY AND SCIENCE, PILANI,

K.K. BIRLA, GOA CAMPUS



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Format of 'Certificate from the Supervisor'

CERTIFICATE

This is to certify that the Dissertation entitled,

_____ **and submitted by**

**ID No. _____ in partial fulfillment of the requirement of BITS G562T/ BITS
G563T/ BITS G629T Dissertation embodies the work done by him/her under my
supervision.**

Signature of the Supervisor

Date:

Name

Designation



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TS-1 Form

Higher Degree Dissertation Project Outline

(Attach extra sheet, if necessary)

Aim or objective of the project work:

Background of work:

Plan of work:

Bibliography and References:

Name & Signature of the student

Name & Signature of supervisor

Date:



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BITS G562T/ BITS G563T/ BITS G629T DISSERTATION

TIMELINES FOR SUBMISSIONS:

I Sem	II Sem	Item	From	To
Aug 16	Jan 22	TS-1 form submission Refer page No.13	Student	AGSRD office
Aug 28	Jan 29	Detailed outline of work	Student	Supervisor
Sep 05	Feb 10	Viva –I	Student	Supervisor
Oct 05	Mar 10	Mid. Semester written report and presentation	Student	Supervisor
Oct 08	Mar 15	Mid. Semester Grade	Supervisor	AGSRD
Nov 15	Apr 15	Viva – II	Student	Supervisor
19 th – 24 th Nov	April 19 - 21st	Dissertation abstract	Student	Supervisor
		Final Dissertation report submission	Student	Supervisor
Dec 1-8	May 3 – 10	Final Viva	Student	Supervisor
		Final submissions	Supervisor	AGSRD

Note for Off Campus Students:

All the relevant documents with reference to timelines as scanned copy via email to AGSRD.

If any of the timelines mentioned above falls on the institute holiday list, the next working day is considered as timeline.