

NATIONAL POSTGRADUATE MEDICAL COLLEGE OF NIGERIA GUIDELINES FOR DISSERTATION FORMATS

All Faculties are involved in the writing of Dissertation.

This involves the FORMATIVE STAGE which involves developing A RESEARCH PROPOSAL and THE FINAL DISSERTATION. Guidelines are needed for uniformity in the presentations of Research Proposals and Dissertation.

The objective of the Dissertation in the Fellowship Programme is, among others, to give the candidate a chance to study a subject of his choice in reasonable depth. It is essential that the candidate contributes to body of knowledge in subject area of study and where possible break new ground; the research performed to answer a research question(s) or support a hypothesis(es) must be both original and make substantial contributions to the existing body of knowledge, highlighting original contributions. In the process of developing a dissertation, the resident is introduced to the process of carrying out a research project and / or making observations and documenting same in clear well written scientific language (understandable English); made to contribute to solving a health problem.

GUIDELINES ON THE DISSERTATION FORMAT

A. Title Page:

- i. Title of the project
- ii. Statement of Purpose: *This dissertation is submitted to the National Postgraduate Medical College of Nigeria in part fulfilment of the requirements for the award of the Fellowship of the College in Paediatrics or Internal Medicine, etc”.*
- iii. Name and Qualification of the Candidate
- iv. Date of Examination

B. Declaration Page

The Candidate must affirm the originality of the work and that it has not been previously submitted or published elsewhere thus: *It is hereby declared that this work is original unless otherwise acknowledged. The work has not been presented to any other College for a Fellowship Examination, nor has it been published or submitted elsewhere for publication.*

C. Attestation Page

Here the supervisor(s) should state that they supervised the work, including the presentation of the dissertation. The statement must be dated and signed. Photocopies of signed attestation are not acceptable.

D. Table of Contents Page

E. Dedication Page (Optional)

F. Acknowledgements Page (Optional; limited to one page)

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G. Summary Page

- i. The **Summary** is the beginning of the dissertation proper. It starts as the page 1 of the dissertation.
- ii. The summary should be structured and should not be more than 500 words.
- iii. It should be a synopsis containing the:
 - statement of the problem and the objectives of the study,
 - subjects studied,
 - methodology,
 - results, and
 - conclusions.
- iv. Every statement in the summary must be from what is available in the body of the dissertation.

H. Introduction

This section should briefly define the subject matter (problem), identify the research questions and justify the need for the study.

I. Literature Review

The literature review should be an analytic appraisal of previous works/reports on the subject. It lists the component areas of the previous relevant studies on the subject. It should be comprehensive but not unduly lengthy.

J. Aim and Specific Objectives of the Study

The Aim should address the overall objective of the study, while Specific Objectives should outline the measurable outcomes variables. These should not differ *significantly* from the approved proposal.

K. Subjects (Materials) and Methods

Details must be given here of:

1. The study locations,
2. Study population: human subjects with clear definition of human subjects, inclusion and exclusion criteria,
3. Study design, which encompasses type, duration, sampling and sample size determination,
4. Ethical considerations, including Institutional Ethical Approval and Informed Consent Form,
5. Procedure, which include materials, methods, patient preparation, etc.
6. Limitations of the study
7. Relevant and specific methods of data analysis.
8. Others.

The nature of the candidate's participation in the execution of the research should be stated and acknowledgements given in respect of the contributions of others. This is primarily a

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research project of the candidate. The notion of Principal investigator and co-investigator(s) should be avoided.

L. Results

- **The period of the study should be stated.** (*This starts from the date of submission of Research Proposal to the College to the date of data collection and approval by the supervisor(s). However, data collection cannot start until final approval of the proposal by the College.*)
- Results should be presented simply but succinctly using a combination of prose, tables, charts and figures as appropriate; and
- The presentation should be systematically done, to address each of the specific objectives.

M. Discussion

- The discussion should focus on the interpretation of the results of the study;
- Generalisations not borne out of the study findings should be avoided;
- Findings should be compared with previous reports and reasons proffered for observed differences; and
- The implications of the findings should also be discussed.

N. Conclusions

This is best presented as itemized points in simple, unambiguous prose.

O. Recommendations

Recommendations [may be] made but must be defensible from the findings of the study

P. Limitations (if any)

Q. Lines of future research

Lines of future research may be suggested.

R. References

References should comply with the Vancouver style, as used by the Journal of the National Postgraduate Medical College of Nigeria.

S. Appendices

The following should be presented as appendices; numbered and arranged in the order they are first mentioned:

- The study questionnaire or proforma,
- Certificate of Institutional Ethical Clearance,
- Informed Consent Form,
- Other relevant information that do not strictly belong to the text.

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PAGE FORMAT AND LAYOUT OF THE DISSERTATION

Just as for proposal, the discussion on the formats of dissertation is incomplete without guidelines on the layout of the pages

- i. **Font:** Size 12 of Times New Roman.
- ii. **Margins:** At least 1” right, left, top and bottom.
- iii. **Spacing:** Double line spacing.
- iv. **Page Arrangement:** Each of the major sections of Summary, Introduction, Literature Review, Aim and Objectives of the Study, Subjects (Materials) and Methods, Results, Discussion, Conclusions, Recommendations, the List of References and each Appendix should begin on a new page.
- v. **Numbering of Pages:** Pages are numbered in Arabic numerals (1, 2, 3, etc.). Page 1 should begin with the summary with page number place at the centre and bottom of the pages.
- vi. **Tables and Illustrations:** Tables are numbered in capital Roman numerals (I, II, III, etc.) with caption of the Table on top, while Illustrations are numbered in Arabic numerals (1, 2, 3, etc.) with caption below the Illustrations.
- vii. **Oversize Pages or Plates:** These should be folded and attached last.
- viii. **The number of copies required:** Four (4) copies, spiral bound should be submitted.