

**DIRECTORATE OF DISTANCE EDUCATION  
GURU JAMBHESHWAR UNIVERSITY OF SCIENCE &  
TECHNOLOGY, HISAR  
Guidelines for Dissertation**

**For PG Diploma in Counseling and behaviour Modification-paper-VI**

As per the syllabi of PGDCBM Distance Education, each student of PGDCBM has to work on Dissertation. Dissertation will carry 100 marks. In preparing the dissertation, the students are required to follow the under mentioned guidelines:-

1. Dissertation must be started at the onset of course itself.
2. The topic of dissertation should be from the broader field of psychology and the topic must be finalized in consultation with guide/dissertation supervisor.
3. The guide must have research experience in the relevant field as per the eligibility criterion given in the scheme of course curriculum to PGDCBM and the same must be mentioned in his/her biodata in the prescribed proforma (Annexure-II)
4. The dissertation work must be data based.
5. The contents of the final Dissertation to be submitted should include.
  - i) Introduction and Rationale of the topic chosen, Objectives.
  - ii) Literature review and problem formulation.
  - iii) Research method
  - iv) Results and Discussion
  - v) Conclusion / findings and recommendations / suggestions.
  - vi) References/Bibliography in specified format
  - vii) Appendix....
    - a) Questionnaire if any.
    - b) Interview schedule, if any.
    - c) Raw data, if the candidate wants to submit.
    - d) Graphs/Diagrams etc.
    - e) Any other document relevant to the study.
6. Maximum page limit for dissertation Report is 150 on A-4 size paper typed in Times New Roman with double space and in font size 12.
7. The student shall not submit as his or her dissertation any work for which a diploma/degree has been conferred by any institute/University.
8. The literary presentation of dissertation should be of high standard i.e. concise, laid out logically and in proper sequence, far from grammatical and typographical errors and referred properly.
9. Each dissertation supervisor/guide will issue a certificate that work done by the candidate is his/her original work and is of the standard expected of an PGDEBM student. The certificate duly signed by the supervisor will be added in the beginning of report. (Certificate as on Annexure-I is to be attached).
10. Each dissertation work should be independent work of a candidate and the same should not be jointly prepared by more than one candidate. (Declaration as on Annexure-III is to be attached by the candidate).
11. Dissertation complete in all respects must reach the Directorate of Distance Education as per the schedule/rule mentioned in the prospectus of Distance Learning Programmes of the University.
12. Specimen of title page and title cover of the dissertation is given below for reference. Title cover of the dissertation must be in the prescribed format with golden print, so that the Title of the project should be clearly/visible on the cover.

Hypothetical Example: A candidate named Suresh Kumar bearing enrolment No. 058824924 is undergoing dissertation work entitled “A study of self concept and personality correlates of working women” under the supervision of Dr. Satish Kumar will submit the dissertation in the following format:-

Dissertation on	
“A study of self concept and personality correlates of working women”	
(Submitted in partial fulfilment of the requirements for Post Graduate Diploma in Counseling and Behaviour Modification,)	
<b>Guru Jambheshwar University of Sc. &amp; Technology, Hisar</b>	
<b>Research Supervisor</b>	<b>Submitted by :</b>
<b>Dr. Satish Kumar</b>	<b>Suresh Kumar</b>
<b>Lecturer</b>	
<b>Deptt. of Psychology</b>	<b>Enrollment No. 058824924</b>
<b>S.D.College, Hisar</b>	<b>PGDCBM</b>
<b>Session _____</b>	
<b>Directorate of Distance Education</b>	
<b>Guru Jambheshwar University of Sc. &amp; Technology,</b>	
<b>Hisar(Haryana)-125001</b>	

13. One Copy of Dissertation should be submitted in hard bound book form along with one soft copy in the shape of CD/DVD. The name of candidate and course and the Enrolment No. may be written on softcopy with Marker/Sketch pen and affixed inside of the backcover of the Report. One hand bound copy of the Dissertation should be retained with the candidate so that he/she could bring it at the time of viva-voce Examination. The colour of binding should be dark black.
14. It is clarified that the date on which the afore said report is submitted duly complete in all respects, shall considered the date of receipt in the Directorate and the late fee, if any due, on that date shall be charged. Colour of binding should be dark black.

**(ANNEXURE-I)**

**CERTIFICATE**

This is to certify that the present dissertation entitled “\_\_\_\_\_”  
is in original piece of work done by Mr./Ms. \_\_\_\_\_  
Enrolment No. \_\_\_\_\_ during the period \_\_\_\_\_ under my  
supervision and is of the standard expected of an PGDCBM student. This work has not  
been submitted in part or full to this or any other University for the award of any degree or  
diploma.

Date: \_\_\_\_\_

Signature of Supervisor (with name & seal)

Name:

Designation:

Organisation/Institution

Countersigned by

Director/Principal

Of Study Centre

Name of the Study Centre

(Seal of the Study Centre)

(Annexure-II)

**FORMAT FOR RESUME OF SUPERVISOR**

1. NAME : \_\_\_\_\_
2. DESIGNATION : \_\_\_\_\_
3. QUALIFICATION : \_\_\_\_\_
4. AREA OF SPECIALISATION: \_\_\_\_\_
5. EXPERIENCE : \_\_\_\_\_
6. OFFICIAL ADDRESS : \_\_\_\_\_
7. TELEPHONE NO. : \_\_\_\_\_
8. MOBILE NO. : \_\_\_\_\_
9. E-MAIL : \_\_\_\_\_

Date: \_\_\_\_\_

I have supervised Mr./Ms. \_\_\_\_\_

Enrolment No. \_\_\_\_\_

On the topic “ \_\_\_\_\_ ”

(Signature of Supervisor)

with seal

**(Annexure-III)**  
**DECLARATION**

I, “\_\_\_\_\_” hereby declare that the Dissertation entitled “\_\_\_\_\_” is my original work and neither identical report has been prepared by me nor the same has been produced elsewhere for publication purpose to get any award of Diploma/Degree from any other institution/ University in India or Abroad.

**Place:** \_\_\_\_\_

Name of Student (with signature)

Date:\_\_\_\_\_

Enrollment No. \_\_\_\_\_

Session \_\_\_\_\_