

FACULTY OF ENGINEERING



UNIVERSITY OF ABUJA

**GUIDELINE FOR WRITING
PG THESIS/DISSERTATION**

GUIDELINES ON THESIS, DISSERTATION AND PROJECT WRITING

A. Organization Sequence

1. Cover page
2. Title page
3. Declaration
4. Certification
5. Dedication
6. Acknowledgements
7. Abstract: The abstract should contain the following:
 - Significance of the Study
 - The main objective of the study
 - The major problem investigated.
 - The adopted methodology (methods of data collection and methods of data analysis).
 - Major Finding(s)
 - Main conclusion should be stated.

Abstract should be italicized, no paragraphing and should not be more than 250 words.

8. Table of Content
9. List of Figures
10. List of Tables
11. List of Plates
12. List of Appendices
13. Abbreviations/Acronyms
14. Definitions (where necessary)
15. Main Chapters: (a) Chapter One: Introduction (b) Chapter Two: Literature Review and Theoretical Framework (c) Chapter Three: Materials and Methods, (d) Chapter Four: Results and Discussion. (e) Chapter Five: Summary, Conclusion and Recommendations (as applicable in Faculties/Departments).

B. Reference Appendices

Referencing is a standardized method of acknowledgement sources of information and ideas that you have used in your assignment in a way that uniquely identifies their source. Direct quotations, facts and figures, as well as ideas and theories, from both published and unpublished works, must be referenced. Referencing style for all theses, dissertations and project reports, theses shall be the Institution of Electrical Electronic Engineering (IEEE) citation style as approved by the Faculty of Engineering Board and the School of Postgraduate Studies Board. The IEEE style is outlined in the Postgraduate Research Logbook of the Faculty and as attached in appendix IV.

C. Typing Instructions

1. Size use A4 paper (21.0x29.7cm).
2. Typing

The following points should be noted:

- Students are to use Times New Roman characters (12 font size) throughout.
- Double spacing (2.0) should be used throughout except for indented quotations, equations, footnotes and tables which should be typed in single spacing.

- Margins of the thesis are to be justified and it should be double spacing between paragraph to paragraph.
- Do not allow words to break at the end of lines
- Tables or Figures should not be allowed to break into another page.
- The alignment of Tables/Figures should be centralized including the labeling.
- Labelling for tables should be on top of the tables while for the figure, it should be below the figure.
- Provide adequate margins of 3.5cm on the left hand side margin, approximately 2.5cm on the right – side margin and 2.5cm, on top and bottom of each page.

D. Important to Note:

- Research Topics shall be Maximum of 18 words.
- The year of Completion of Thesis/Dissertation/Project Report should contain a uniform academic session to be determined by the Postgraduate Board (in line with academic calendar).

E. Plagiarism

Plagiarism is defined by the university as “the submission for assessment of material (written, visual or oral) without correct acknowledgement, in such a way that the work could be assumed to be the student’s own, or could be assumed to have been originally produced by the student for the purposes of assessment in question, where this is not the case. “Plagiarism includes the unattributed use of another person’s work, ideas, opinions theory, statistics, graphs, models, paintings, artifacts, performance, computer code, drawings, quotations of another person’s actual spoken or written words, or paraphrases of another person’s spoken or written words. It may also include the submission of unattributed work previously produced by the student towards some other assessment, or published in some other forum.

- Plagiarism can occur in any piece of work. This policy applies for any alleged case of plagiarism in any piece of work submitted for formal assessment at the department.
- A student who knowingly assists another student to plagiarize (for example by willingly giving them their own work to copy from) is committing an assessment offence.
- It is accepted that not all cases of plagiarism are committed intentionally, and that it is not appropriate to invoke the formal processes within this policy for all cases where work submitted for assessment meets the university definition plagiarism. Where, in the judgment of the marker, a student has committed a minor act of plagiarism for which the formal processes are not appropriate, a marker may:
 - (i) reduce the mark for the element of assessment relative to the scale of the office;
 - (ii) award a mark of zero for the element of assessment in question.

E. Binding

- Theses/Dissertations/Project Reports should be permanently bound only after the oral examination and making all necessary corrections.
- The spine of each thesis/dissertation/project report should be lettered boldly in gold to indicate the degree, month and year, name of the candidate and the title (abbreviated if necessary).
- The various colours (PhD – Green, M.Sc./M.A/LIM – Red and PGD – Black) for all the theses/dissertations/project reports currently in existence as approved by the PG school should strictly be maintained.
- The title and name of the candidate should appear boldly on the front page.

G. Submission of Bounded Copies of Theses/Dissertation

Eight copies of approved bound copies of PhD/Masters/PGD thesis/dissertations/project reports should be submitted through the Head of Department for onward transmission to the Dean, Postgraduate School. Each copy is to be distributed as follows:

- (a) University Library
- (b) Department
- (c) P.G School
- (d) Chairman Supervisory Committee
- (e) Member(s), Supervisory Committee
- (f) Candidate

APPENDIX I: Title Page

MATHEMATICAL MODELLING OF CRACK PROPAGATION IN CLAMPED RECTANGULAR THIN PLATES WITH CIRCULAR HOLES

By

OKEKE, BATURE – PGS/08-09/704006

**A THESIS SUBMITTED TO THE POSTGRADUATE SCHOOL, UNIVERSITY
OF ABUJA IN PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR
THE AWARD OF THE DEGREE OF DOCTOR OF PHILOSOPHY (PHD) IN
STRUCTURAL ENGINEERING**

**DEPARTMENT OF CIVIL ENGINEERING, FACULTY OF ENGINEERING,
UNIVERSITY OF ABUJA, ABUJA – FCT. NIGERIA**

NOVEMBER, 2018

APPENDIX II: Declaration

DECLARATION

I hereby declare that this thesis was written by me and it is a record of my own research work. It has not been presented before in any previous application for a higher degree. References made to published literature have been dully acknowledged.

.....
Okeke, Bature

.....
Date

The above declaration is confirmed by

.....
Professor E. T. Ade
Chairman, Supervisory Committee

.....
Date

APPENDIX III: Certification

CERTIFICATION

This thesis titled “*Mathematical Modelling of Crack Propagation in Clamped Rectangular Thin Plates with Circular Holes*” meets the regulations governing the award of the degree of Doctor of Philosophy in Structural Engineering of the University of Abuja, and is approved for its contribution to knowledge and literary presentation.

.....
Professor E. T. Ade
(Chairman, Supervisory Committee)

.....
Date

.....
Professor C. G Effiong
(Member, Supervisory Committee)

.....
Date

.....
Prof. Mrs. Amina Odey
(Head of Department)

.....
Date

.....
External Examiner

.....
Date

.....
Professor N. T. O Briggs
(Dean, Postgraduate School)

.....
Date

APPENDIX IV: IEEE Citation Style Guide

IEEE Citation Style Guide

Any citation style is set up to give the reader immediate information about sources cited in the text. In IEEE citations, the references should be numbered and appear in the order they appear in the text. When referring to a reference in the text of the document, put the number of the reference in square brackets. E.g.: [1]

The IEEE citation style has 3 main features:

- The author name is first name (or initial) and last. This differs from MLA style where author's last name is first.
- The title of an article (or chapter, conference paper, patent etc.) is in quotation marks.
- The title of the journal or book is in italics.

These conventions allow the reader to distinguish between types of reference at a glance. The correct placement of periods, commas and colons and of date and page numbers depends on the type of reference cited. Check the examples below. Follow the details exactly. E.g.: put periods after author and book title, cite page numbers as pp., abbreviate all months to the first three letters (e.g. Jun.)

Check the distinctions between print and electronic sources (especially for journals) carefully.

Print References

Book

Author(s). *Book title*. Location: Publishing Company, year, pp. Example:

W.K. Chen. *Linear Networks and Systems*. Belmont, CA: Wadsworth, 1993, pp. 123-35.

Book Chapters

Author(s). "Chapter title" in *Book title*, edition, volume. Editors name, Ed. Publishing location:
Publishing Company, year, pp.

Example:

J.E. Bourne. "Synthetic structure of industrial plastics," in *Plastics*, 2nd ed., vol. 3. J. Peters, Ed.
New York: McGraw-Hill, 1964, pp.15-67.

Article in a Journal

Author(s). "Article title". *Journal title*, vol., pp, date. Example:

G. Pever. "Infrared Nation." *The International Journal of Infrared Design*, vol. 33, pp. 56-99,
Jan. 1979.

Articles from Conference Proceedings (published) Author(s).

"Article title." *Conference proceedings*, year, pp. Example:

D.B. Payne and H.G. Gunhold. "Digital sundials and broadband technology," in *Proc. IOOC-ECOC*, 1986, pp. 557-998.

Papers Presented at Conferences (unpublished) Author(s). "Paper's title," Conference name, Location, year. Example:

B. Brandli and M. Dick. "Engineering names and concepts," presented at the 2nd Int. Conf. Engineering Education, Frankfurt, Germany, 1999.

Standards/Patents

Author(s)/Inventor(s). "Name/Title." Country where patent is registered. Patent number, date.

Example:

E.E. Rebecca. "Alternating current fed power supply." U.S. Patent 7 897 777, Nov. 3, 1987.

Electronic References

Books

Author. (year, Month day). *Book title*. (edition). [Type of medium]. Vol. (issue). Available: site/path/file [date accessed].

Example:

S. Calmer. (1999, June 1). *Engineering and Art*. (2nd edition). [On-line]. 27(3). Available: www.enggart.com/examples/students.html [May 21, 2003].

Journal

Author. (year, month). "Article title." *Journal title*. [Type of medium]. Vol. (issue), pages. Available: site/path/file [date accessed].

Example:

A. Paul. (1987, Oct.). "Electrical properties of flying machines." *Flying Machines*. [On- line]. 38(1), pp. 778-998. Available: www.flyingmachjournal/properties/fly.edu [Dec. 1, 2003].

World Wide Web

Author(s)*. "Title." Internet: complete URL, date updated* [date accessed].

M. Duncan. "Engineering Concepts on Ice. Internet: www.iceengg.edu/staff.html, Oct. 25, 2000 [Nov. 29, 2003].

Odd Sources

Newspaper

Author(s)*. "Article title." *Newspaper* (month, year), section, pages. Examples:

B. Bart. "Going Faster." *Globe and Mail* (Oct. 14, 2002), sec. A p.1. "Telehealth in Alberta." *Toronto Star* (Nov. 12, 2003), sec. G pp. 1-3.

Dissertations and Theses

Author. "Title." Degree level, school, location, year. Example:

S. Mack. "Desperate Optimism." M.A. thesis, University of Calgary, Canada, 2000.

Lecture

Lecturer(s). Occasion, Topic: "Lecture title." Location, date. Example:

S. Maw. Engg 251. Class Lecture, Topic: "Speed skating." ICT 224, Faculty of Engineering,
University of Calgary, Calgary, Alberta, Oct. 31, 2003.

E-mail

Author. Subject line of posting. Personal E-mail (date). Example:

J. Aston. "RE: new location, okay?" Personal e-mail (Jul. 3, 2003).

Internet - Newsgroup

Author or Topic*, "Title," Complete network address, date when it was updated [date accessed].

Example:

G.G. Gavin. "Climbing and limb torsion #3387," USENET: sci. climb. torsion, Apr. 19, 2000 [Oct.
4, 2002].

* if you can't find this information, exclude it.

Exact page number References

To refer readers to specific page numbers in a text, use the number of the reference followed by a
colon (:) and the page numbers.

Example:

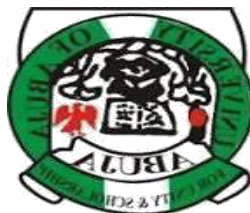
Johnson suggests that citing will lead to a decrease in being cited for plagiarism [1:28- 29].

The [1] refers to the numbered reference

And the 28-29 refers to the pages being cited.

Appendix V

Readiness Form for Research Proposal/Internal Examination Defense



UNIVERSITY OF ABUJA
POSTGRADUATE SCHOOL
DEPARTMENT OF _____

FROM: Chairman Supervisory Committee

TO: HOD

REF: No.

DATE:

Subject: Readiness for Research Proposal/Internal/External Examination Defense

This is to indicate the readiness of my candidate for Research Proposal/Internal/External Examination Defense:

Reg. Number: Name:

Programme:

Thesis Title:

.....

I hereby declare that the candidate has been duly supervised by me as the main supervisor and the co-supervisor in line with the regulations for the preparation of Theses and Dissertations leading to the award of higher Degrees in the University of Abuja.

The Departmental Postgraduate Board may wish to fix a date for the candidates' examination at the earliest convenience. Enclosed herewith, are 12 copies of the completed work for onward examination of the candidate as required.

Best regards

.....
Chairman, Supervisory Committee

.....
Signature and Date