**Title**



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**ACKNOWLEDGEMENTS**

This is a place where you have to write your acknowledgements.

Acknowledgements are a statement of gratitude in producing a work. The content and phrasing of acknowledgments are for you as the author to decide. The font for the text of each paragraph in your research should be Times New Roman and size 12. Do not indent the first line of each paragraph and each paragraph should have single spacing. And justify your paragraph to see a clean look of the content.

Be consistent with the use of bold and the use of capital or lowercase titles, headings and subheadings for these preliminary pages and text pages. -----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

# Abstract

This is a place for your abstract. The font for this content is Times New Roman and size 12. Do not indent the first line of each paragraph, and justify your paragraph to see a clean look of the content.

The main point to remember is that the abstract must be short, because it should give a summary of your research. The abstract should be 200 words maximum. If your abstract exceeds 200 words, shorten it. Abstracts are commonly entered into computer databases where storage capacity is a consideration. Abstracts that exceed the maximum word limit are often rejected because they cannot be used for databases, summaries of conferences, etc.

It is essential that your abstract include all the keywords of your research, as it will enable searching on databases which other researchers will search. The emphasis is generally on the main findings and main conclusions since these areas are of most interest to readers.

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# List of SYMBOLS & Abbreviations

SUB Southern University Bangladesh

Cu Uniformity Co-efficient

# Chapter 1

# Introduction

* 1. **Background/Rationale for the thesis**

The font for the text of each paragraph in your research should be Times New Roman and size 12. Do not indent the first line of each paragraph and each paragraph should have single spacing. Justify your paragraph to see a clean look of the content. Page numbering should start from 1 from this chapter.

Chapter titles or section headings should give the reader a clear indication of the content that follows. Chapter titles should be centered and bold. Sections may be bold; first level must use title capitalization or ALL CAPS; second level should be in title or sentence capitalization - not all caps**.** Third level headings should be in sentence capitalization.

**Table 1.1: Word Processed Style**

| First level Chapter Title (Title Capitalization) OR  (ALL CAPS) | ***Centered*** | **Chapter 1 Introduction**  ‘OR’ CHAPTER 1INTRODUCTION |
| --- | --- | --- |
| Second level Section heading (Title Capitalization) | ***Left-aligned*** | **1.1  Background 1.2  Statement of the Problem 1.3 Objectives of the Research** |
| Third level  Subsection  (Sentence capitalization) | ***Left-aligned*** | 1.3.1  Overall objective 1.3.2  Specific objectives |

Introduction introduces the research by situating it (by giving background), presenting the research problem and saying how and why this problem will be solved. You may write about some general observations that have prompted you to undertake this research. Without this important information the reader cannot easily understand the more detailed information about the research that comes later in the thesis. It also explains why the research is being done (rationale) which is crucial for the reader to understand the significance of the study.

* 1. **Statement of the Problems**

After reading an introduction, the reader should be able to answer most of these questions:

* What is the context of this problem? In what situation or environment can this problem be observed? (Background)
* Why is this research important? Who will benefit? Why do we need to know this? Why does this situation, method, model, or piece of equipment need to be improved? (Rationale)
* What is it we don’t know? What is the gap in our knowledge this research will fill? What needs to be improved? (Problem Statement)
* What steps will the researcher take to try and fill this gap or improve the situation? (Objectives)
* Is there any aspect of the problem the researcher will not discuss? Is the study limited to a specific geographical area or to only certain aspects of the situation? (Scope)
* Is there any factor, condition, or circumstance that prevents the researcher from achieving all his/her objectives? (Limitations)
* In considering his/her method, model, formulation or approach, does the researcher take certain conditions, states, requirements for granted? Are there certain fundamental conditions or states the researcher takes to be true? (Assumptions)
  1. **Objectives of the Research**
     1. Overall objective: In this paragraph you can write about the objective behind this research. You can write about the goal. What is it? You are so serious about finding an answer.

List the objectives of your research.

* + 1. Specific objectives

If your research has specific objectives, list here.

* 1. **Scope**

# Chapter 2

# Literature Review

**2.1 Information**

In terms of a literature review, "the literature" means the works you consulted in order to understand and investigate your research problem.

The literature review is a critical look at the existing research that is significant to the work that you are carrying out.[1] Some people think that it is a summary: this is not true.  Although you need to summarize relevant research, it is also vital that you *evaluate* this work, show the *relationships* between different works, and show how it relates to *your* work. In other words, you cannot simply give a concise description of, for example, an article: you need to select what parts of the research to discuss (e.g. the methodology), show how it relates to the other work (e.g. what other methodologies have been used? How are they similar? How are they different?) and show how it relates to *your* work (what is its relationship to your methodology?).

Keep in mind that the literature review should provide the context for your research by looking at what work has already been done in your research area. Moreover, you do not need to go for further studies on the same topic. Find the gaps in information and aim your research to find the answer to the questions remaining unanswered.

Here are some of the questions your literature review should answer:

1. What do we already know in the immediate area concerned?
2. What are the characteristics of the key concepts or the main factors or variables?
3. What are the relationships between these key concepts, factors or variables?
4. What are the existing theories?
5. Where are the inconsistencies or shortcomings in our knowledge and understanding?
6. What views need to be (further) tested?
7. What evidence is lacking, inconclusive, contradictory, or too limited?
8. Why study (further) the research problem?
9. What contribution can the present study be expected to make?
10. What research designs or methods seem unsatisfactory?

**2.2 Summary**

# Chapter 3

# Methodology

**3.1 Study Area**

If the study concerns a particular geographical area, give a location map. It can be a country map, district map, etc. which will give a reader of your proposal, a very clear idea of the location. Mark the study area, distinctly, on the location map.

**3.2 Current Scenario**

You can write about the existing situation in the study area. If possible give quantitative and qualitative information. Give a preliminary assessment of the problem.

**3.3 Proposed Methodology**

You will have to develop a methodology for arriving at the solution. Each problem will need a unique methodology to solve it. It is your job to identify the appropriate methodology which will lead you to a logical conclusion and or answer. Write down the step by step procedures that you will follow in conducting the research.

The method section answers these two main questions:

1. How was the data collected or generated?

2. How was it analyzed?

In other words, it shows your reader how you obtained your results.

But why do you need to explain how you obtained your results?

* We need to know how the data was obtained because the method affects the results. For instance, if you are investigating users' perceptions of the efficiency of public transport in Bangkok, you will obtain different results if you use a multiple choice questionnaire than if you conduct interviews. Knowing how the data was collected helps the reader evaluate the validity and reliability of your results, and the conclusions you draw from them.
* Often there are different methods that we can use to investigate a research problem. Your methodology should make clear the reasons why you chose a particular method or procedure.
* The reader wants to know that the data was collected or generated in a way that is consistent with accepted practice in the field of study. For example, if you are using a questionnaire, readers need to know that it offered your respondents a reasonable range of answers to choose from (asking if the efficiency of public transport in Bangkok is "a. excellent, b. very good or c. good" would obviously not be acceptable as it does not allow respondents to give negative answers).
* The research methods must be appropriate to the objectives of the study. If you perform a case study of one commuter in order to investigate users' perceptions of the efficiency of public transport in Bangladesh, your method is obviously unsuited to your objectives.
* The methodology should also discuss the problems that were anticipated and explain the steps taken to prevent them from occurring, and the problems that did occur and the ways their impact was minimized.
* In some cases, it is useful for other researchers to adapt or replicate your methodology, so often sufficient information is given to allow others to use the work. This is particularly the case when a new method had been developed, or an innovative adaptation used.

This is how method fits into your proposal:

|  | * **Introduction**: Introduction of research problem introduction of objectives introduction of how objectives will be achieved (methodology). |
| --- | --- |
|  | * **Literature Review**: Review of previous work relating to research problem (to define, explain, justify) review of previous work relating to methodology (to define, explain, justify) review of previous work relating to results (particularly reliability, etc.) [It includes: News reports, Professional Journal Articles, Documented Past Experience of Local and International, Professional Reports, Information by Accessing the Internet, Published, and Unpublished Documents.] |
|  | * **Method**: (How the results were achieved) Explanation of how data was collected/generated, explanation of how data was analyzed explanation of methodological problems and their solutions or effects. [It includes: Reconnaissance Survey, Stake Holder Meeting, Questionnaire Survey, Key Person Interview, Field Data Collection, Field Data Analysis, Use of Statistical Software, and Use of Design Software.] |

# Chapter 4

# Results and Discussion

**4.1 Purpose**

The purpose of writing results is to present the results and make them meaningful to the reader.

* Statement of results: The results are presented in a format that is accessible to the reader (e.g. in a graph, table, diagram or written text).  Notice that raw data is usually put in an appendix, if it is included at all.
* Explanatory text: All graphs, tables, diagrams and figures should be accompanied by text that guides the reader's attention to significant results.  The text makes the results meaningful by pointing out the most important results, simplifying the results (e.g. "nearly half" instead of "48.9 %"), highlighting significant trends or relationships (e.g. "the rate of oxygenation decreases as the temperature decreases"), and perhaps commenting on whether certain results were expected or unexpected.

There are two basic ways of organizing the results:

1. Presenting all the results, then giving a discussion (perhaps in a different section) and
2. Presenting part of the results then giving a discussion, presenting another part then giving a discussion, etc.

The method of organization you use will depend on the quantity and type of results you obtain from your research. You should look for a method of presentation that makes the information and ideas you are presenting as clear as possible to the reader.

**4.2 Unexpected/ Deviated Results**

You may separately explain why and how the certain results that were unexpected or deviated from it should be.

**CHAPTER 5**

# Conclusion and recommendations

**5.1 Conclusion**

To give a summary of:

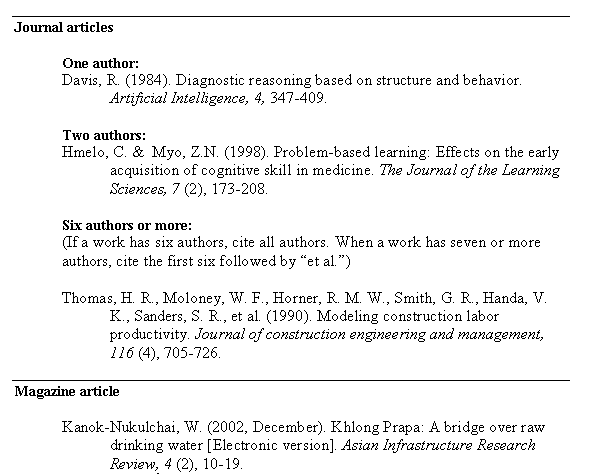
|  | * What was learned (this usually comes first) |
| --- | --- |
|  | * What remains to be learned (directions for future research) |
|  | * The shortcomings of what was done (evaluation) |
|  | * The benefits, advantages, applications, etc. of the research (evaluation), and |
|  | **Recommendations.** |

# References

Referencing (also called citing or documenting) your sources means systematically showing what information or ideas you are quoting or paraphrasing and where they come from. You are entitled to use someone else's words, ideas or information in your work - and in fact you have to do so - but you must show that they are not your own by indicating their source.

The References section is a list of all works the writer has cited or referred to in the text.  A  Bibliography is a list of works the writer read or consulted but did not cite directly in the text.  Use whichever is appropriate.  As always, consult your advisor if you are unsure. Do not CAPITALIZE or **boldface** the author’s name.

Minimum 15 articles have to take in a thesis.



Book Style:

1. R. Caves (1982). Multinational Enterprise and Economic Analysis, 5th Edition, Cambridge University Press, Cambridge.

Examples:

* 1. http://www.usq.edu.au/library/help/referencing/apa/ accessed on --------Date
  2. <http://owl.english.purdue.edu/owl/resource/560/01/> accessed on -------Date

# Appendices

Appendices follow the list of references. Number or letter appendices and give each a title as if it were a chapter.

Example:

Appendix 1: Questionnaire  
Appendix 2: BOI Regulations  
 OR  
Appendix A: Derivation of Equations

**The following instructions may be followed as standard format for the thesis.**

* **Size and Thickness of Papers:** Thesis/ Project is to be printed on A4 size quality offset paper and minimum weight of paper should be 70 gm.
* **Margins and Layout of Text:** There must be a margin of 4 cm to allow for binging on the left hand side of the paper. Minimum margins of 3 cm are required at the top and the bottom. A 2.5 cm margins is required at the right hand side. This also applies to table and figures.
* **Word Spacing and Division:** Text should be set to ensure an even spacing between words for any particular line.
* **Illustrations:** Tables, figures, photographs and other illustrations should be presented on paper of similar weight to that used in the thesis / project report. The title of a table must be above the table and the title on the figure, below the figure.
* **Binding and Colour:** Sewn and bound in strong, waterproof cloth. Not more than 6.5 cm thick. **Black colour for B.Sc Engr.** and **Maroon for M.Sc. Engr.** degree.

More examples for Ref.:

1. A. Bonnaccorsi, “On the Relationship between Firm Size and Export Intensity,” Journal of International Business Studies, XXIII (4), pp. 605-635, 1992. (journal style)
2. R. Caves, Multinational Enterprise and Economic Analysis, Cambridge University Press, Cambridge, 1982. (book style)
3. M. Clerc, “The Swarm and the Queen: Towards a Deterministic and Adaptive Particle Swarm Optimization,” In Proceedings of the IEEE Congress on Evolutionary Computation (CEC), pp. 1951-1957, 1999. (conference style)
4. H.H. Crokell, “Specialization and International Competitiveness,” in Managing the Multinational Subsidiary, H. Etemad and L. S, Sulude (eds.), Croom-Helm, London, 1986. (book chapter style)
5. K. Deb, S. Agrawal, A. Pratab, T. Meyarivan, “A Fast Elitist Non-dominated Sorting Genetic Algorithms for Multiobjective Optimization: NSGA II,” KanGAL report 200001, Indian Institute of Technology, Kanpur, India, 2000. (technical report style)