

**Attention M.Sc. Pharm. Students**  
**Dissertation Submission Guidelines**  
**PHR 5003**

The dissertation should be written with the following headings:

Word Limit: 15 000 - 20 000 words excluding opening pages, footnotes, references and appendices

**PRELIMINARY PAGES**                      Numbered in Roman numerals printed in lowercase

**Title Page:**                                      Title, name of student, year of submission (20XX) and statement:  
"submitted in partial fulfilment of the requirements of the Degree  
of Master of Science in Pharmaceutical and Regulatory Sciences"

**Dedication Page**                              Optional

**Abstract**

**Acknowledgement Page**

**Table of Contents**

**List of Tables (as applicable)**

**List of Figures (as applicable)**

**List of Appendices (as applicable)**

**Glossary (as applicable)**

**List of Abbreviations (as applicable)**

<b>Chapter 1 Introduction</b>	<b>1</b>
1.1 Title	2
1.1.1 Title	3

**Chapter 2 Methodology**

**Chapter 3 Results**

**Chapter 4 Discussion**

**References**

**List of Publications and Abstracts**

**Appendices (as applicable)**

**Addendum (as applicable)**

**Abstract:**                                      The abstract should be presented as a continuous text with no  
sub-headings and should be of not more than 350 words.

## **CHAPTERS**

### **Introduction**

Discuss the literature by developing a critical analysis of background literature. Do not include an exhaustive historical review. Assume that the reader has basic knowledge of the field. Review earlier works which are relevant to the study and emphasize pertinent findings, relevant methodological issues and major conclusions. State the aims and objectives of your dissertation clearly in the closing paragraph of the introduction. Keep the introduction relatively brief.

What is the point/rationale of the study?

### **Method**

Detailed description of research design and data analysis methods. Include information essential for comprehension of method undertaken and for replication of the study.

### **Results**

Summarize data collected and statistical analysis. Briefly state main results or findings and then report data in sufficient detail to justify your conclusions. Discussion of the implication of the results is not appropriate in this chapter. Do not include raw data. Include tables and graphs to present results but do not duplicate data in tables/graphs in text. Tables and graphs should be given a title. In the graphs, data has to be shown for each sector. Population included in data collection should be shown in each figure or table title. For graphs label axes.

### **Discussion**

The Discussion should be a homogenous chapter, with minor sub-sections with the objective that it provides a comprehensive overall reflection. The chapter should clearly position your project and study outcomes in the light of previously published work. Emphasize validity of conclusions. Discuss limitations of the study and propose recommendations for further study, listing the recommendations in order of importance.

### **References**

Only references cited in the text are included in the list. Cite reference in text with an author – date citation system and list references alphabetically in the references section. The references in the list should be listed in Vancouver style according to the International Committee of Medical Journal Editors Uniform Requirements for Manuscripts Submitted to Biomedical Journals. Please refer to: [http://www.nlm.nih.gov/bsd/uniform\\_requirements.html](http://www.nlm.nih.gov/bsd/uniform_requirements.html)

## List of Publications

### and Abstracts

Students are encouraged to disseminate their findings in scientific fora or in peer-reviewed journals. Submitted abstracts and papers to be included in this section. The paper(s) and abstract(s) must have been confirmed by the Supervisor.

### Appendices

Include questionnaires and scales, instruments used for data collection, ethics approval and informed consent forms, statistical calculations.

### Addendum

Booklets, leaflets or CDs of material prepared by the student as part of the dissertation.

### Figures/Tables

Clearly label all figures and tables. Table citations should be written on top of the table and figure citations should be written at the bottom of figures. If the table or figure was taken from literature, in brackets include the term 'Adapted from:' (if it was modified) or 'Adopted from:' (if no modifications were implemented) and the full reference from where it was taken.

## Plagiarism

Plagiarism Refer to the University guidelines on plagiarism

[https://www.um.edu.mt/\\_data/assets/pdf\\_file/0007/436651/UniversityGuidelinesonPlagiarism.pdf](https://www.um.edu.mt/_data/assets/pdf_file/0007/436651/UniversityGuidelinesonPlagiarism.pdf)

Students are to submit dissertation through the Turnitin software as a draft and a final version.

## MANUSCRIPT PREPARATION REQUIREMENTS

Margins	3.50cm (1.38 inches) left 2.50cm (0.98 inches) top, bottom, right
Pagination	Preliminary pages carry lowercase roman numerals on right side of page  Numbers start from chapter 1 and continue throughout manuscript including appendices on right side of page
Spacing	Double spacing
Font	Calibri or Times New Roman size 12

### General Presentation:

- Avoid using underlining
- Keep colours simple and use when necessary
- Where bullets are required, they should be indented and choose the style adopted in this example
- Title of sections should be bold and in Title Case
- Refer to sample for Cover, Title Page and Chapter Header

## **SUBMISSION**

Students must submit Soft Bound copies of the dissertation for the Dissertation Viva.

After successfully completing the Dissertation Viva, students will submit within the established time frame, the final version of the dissertation including comments from the examination board: 2 copies bound in black, 1 spiral bound copy and a soft copy in pdf.

Students need to submit the Declaration of Authenticity Form which has to be presented as a separate document and not bound with the dissertation, affirming that they are the legitimate author of the dissertation, and the entire work is original and previously unpublished.

## **CHECKLIST AT SUBMISSION**

### 1. Quality Check

- all pages are present, appropriately numbered and consecutively included in document
- graphs and pictures included are clear and legible

### 2. Title Page

- approved title of dissertation listed on cover and title page
- name of student and year of submission on cover and title page
- required statement included in title page

### 3. Abstract

- adhere to maximum word length of 350 words

#### 4. References

- appropriately cited in text
- list of references included according to required format
- graphs, figures, pictures that are carried from other works appropriately referenced
- document checked for plagiarism- Refer to UOM *How to Avoid Plagiarism* resource pack available online at <http://www.um.edu.mt/registrar/regulations/general>

#### 5. List of Publications and Abstracts

- copies of publications included carry information on journal where they have been submitted
- abstracts presented carry information re acceptance and fora where they have been presented