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# DISSERTATION FORMAT

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## **OBJECTIVES OF KNOWING THE FORMAT:**

1. MEETING THE STANDARD REQUIREMENTS
2. UNIFORMITY
3. CLARITY
4. PRESENTABILITY

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## SEQUENCE OF PAGES SHALL BE IN THE FOLLOWING ORDER:

1. TITLE
2. CERTIFICATE
3. DEDICATION (NOT MANDATORY)
4. PREFACE
5. ACKNOWLEDGEMENT
6. TABLE OF CONTENTS
7. ABBREVIATIONS
8. TABLE OF CASES
9. MAIN TEXT
10. REFERENCES
11. APPENDIX

Please refer to the samples provided hereunder.

### Please note-

- That you do not just copy these samples to complete your work.
- That samples should in no way limit your creativity in writing.

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# **GENDER JUSTICE IN INDIA : A SOCIO LEGAL STUDY**

A DISSERTATION SUBMITTED TO THE VIVEKANANDA LAW SCHOOL  
IN PARTIAL FULFILMENT OF THE REQUIREMENT  
FOR THE DEGREE OF

**LL.B. (H)**

BY

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**VIVEKANANDA LAW SCHOOL  
VIVEKANANDA INSTITUTE OF PROFESSIONAL STUDIES  
GURU GOVIND SINGH INDRAPRASTHA UNIVERSITY  
DELHI**

**April, 2006**

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## **CERTIFICATE**

**This is to certify that the dissertation entitled “...(title of the dissertation).....”submitted by....(your name).....in partial fulfillment of the requirement for the award of degree LL.B.(H) to Vivekananda Law School, Vivekananda Institute of Professional Studies, Guru Govind Singh Indraprastha University, Kashmere Gate, Delhi is a record of the candidate’s own work carried out by him under my supervision. The matter embodied in this dissertation is original and has not been submitted for the award of any other degree.**

Date:

(Dr. Rajni Malhotra)  
**Supervisor**

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To  
My Parents

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## **PREFACE**

Historically speaking the whole criminal justice system is criminal oriented....

This study attempts to highlight.....

The present study further attempts to analyze.....

In the light of the Convention Against Torture the legislative approach should take a shift.....thus it is attempted to suggest that.....

Chapter I traces the.....

Chapter II deals with .....

.....

.....

Chapter VII attempts....

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## **ACKNOWLEDGEMENTS**

**I would like to acknowledge the able guidance of our esteemed director Prof. N S Bawa..**

**This work is an outcome of an unparalleled infrastructural support that I have received from Vivekananda Law School.....**

**I find this opportunity to thank the library staff of the Indian Law Institute.....**

**It would never have been possible to complete this study without an untiring support from my family....**

**This study bears testimony to the active encouragement and guidance of a host of friends and well-wishers....**

**In particular mention must be made of.....**

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## ABBREVIATIONS

AIR	All India Reports
Cr LJ	Criminal Law Journal
DLT	Delhi Law Times
SCC	Supreme Court Cases
WLR	Weekly Law Reports

### Please note-

- That abbreviations are in alphabetical order.
- That you do not invent your own abbreviation for any journal/reporter .
- That abbreviation to be used for a particular journal/reporter is mentioned in that journal/reporter itself.

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## TABLE OF CASES

<i>Cactus v Blueberry</i>	27
<i>Rose v Lilly</i>	35, 47
<i>Rahu v Ketu</i>	14, 33, 94
<i>Sane v Insane</i>	104

### Please note-

- That table of cases is in alphabetical order.
- That name of parties is in *italics*.
- That small 'v' in *italics* (*v*) is used to indicate versus and no full stop is used with that.
- That all the pages in sequence on which a case is mentioned are indicated against the name of the case.
- That the name of a case can be written in various other ways also.
- That if you use any other way you should be consistent in your use.

## MAIN TEXT

Main text begins with the chapter number i.e. one, and chapter name e.g. INTRODUCTION

Chapter number and chapter name can be written in various ways e.g.

CHAPTER ONE: INTRODUCTION

CHAPTER 1: INTRODUCTION

Chapter 1  
INTRODUCTION

Please note-

- That you should be consistent in your style of writing the chapter number and chapter name.
- The first page of first chapter is the first page numbered in international numerals.

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## **THINGS TO REMEMBER ABOUT MAIN TEXT**

### **Paper size**

International standard paper size A4 (297 x 210 mm).

### **Typing**

On one side of the paper only.

### **Margins**

Top 1.0", Bottom 1.0", Left 1.5", Right 1.0".

### **Line spacing**

1.5

### **Character spacing**

Normal.

### **Font**

Times New Roman or any other non fancy font.

### **Font size**

12 for main text; 10 for foot notes.

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## **Page number**

Pages should be numbered clearly and consecutively.

Numbering should be done uniformly throughout the work.

## **Diagrams/ charts**

These should be arranged so as to open to the right.

## **Landscape chart/ figures**

Figures should appear at the bottom/ right hand side of the chart.

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Please note-

- That larger size may be used for chapter headings and sub headings.
- That your chapter headings, sub headings and sub sub headings should be clearly distinguishable from each other.
- That to distinguish chapter headings from sub headings and sub sub headings any consistent scheme may be adopted.

For example chapter headings may be made both larger and bold whereas sub headings may be made larger but not bold. If there are sub sub headings they may be italicized without making them either large or bold-

**Chapter II: Theories of Crime (chapter heading)**

Theory of Differential Association (sub heading)

*Criticism of the theory of Differential Association (sub sub heading)*

Or, chapter headings may be made larger in all caps, sub headings in bold and sub sub headings in italics-

**CHAPTER II: THEORIES OF CRIME (CHAPTER HEADING)**

**2.1 Theory of Differential Association (sub heading)**

*2.1.1 Criticism of Differential Association (sub sub heading)*

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## FOOT NOTES

**Objective of writing footnotes is *inter alia* :**

- To acknowledge the work of other authors that you have referred to.**
- To provide additional information about your work.**
- To maintain the flow of main text by removing certain things from there and putting them in the footnotes.**

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## FOOT NOTES

### **Font**

Same as the main text.

### **Font size**

10 points.

### **Line spacing**

Single.

### **Numbering**

Numbering should start afresh in each chapter.  
Should be consecutive within the chapter.

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### **Foot noting of single author single volume books:**

Avtar Singh, *Company Law*, Eastern Book Company, 2004, p.23.

#### Please note-

- That there is a sequence of information that is provided in such a footnote.
- That firstly there is the name of the author, then the name of the book, then the name of the publisher, then year of publication, and lastly the page number you are referring to.
- That every piece of information is separated by a comma.
- That the name of the book is in *italics*.

### **Footnoting of multi volume books:**

Avtar Singh, *Company Law*, Eastern Book Company, 2004, vol. II, p.23.

#### Please note-

- That everything remains the same as in single volume book except that the volume number is added after the year of publication.
- That volume number is indicated in Roman numeral.

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**Footnoting of two author books:**

Avtar Singh and Paras Diwan, *Company Law*, Eastern Book Company, 2004, p.23.

Please note-

- That everything remains the same as in single author book except that the name of the second author is added after the name of the first author.
- That the word 'and' is used between the names of the two authors.

**Footnoting of multi author books:**

Avtar Singh et al., *Company Law*, Eastern Book Company, 2004, p.23.

Please note-

- That when there are three or more authors of a book there is no need to write the name of all of them.
- That when there are three or more authors of a book everything remains the same as in single author book except that the expression et al. is used after the name of the first author.
- That some writers prefer to use the expression et al. only when there are four or more authors.

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## **Footnoting of an article published in a journal:**

David Gower, “Rights of the Shareholders”, 27 *JILI*, 2004, p.39.

### Please note-

- That footnoting an article is different from footnoting a book.
- That in case of an article the sequence of information and the manner of providing that information is different.
- That firstly there appears the name of the writer of the article, then the title of the article, then the number of the journal along with the abbreviated name of the journal, then the year of publication of the journal, and lastly the page number referred.
- That every piece of information is separated by a comma.
- That the title of the article is put within inverted commas.
- That the number and the abbreviated name of the journal is not separated by a comma.
- That the abbreviated name of the journal is in *italics*.
- That the abbreviated name of the journal is same as provided by the journal itself.

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## **Footnoting of second hand quotations:**

Avtar Singh, *Company Law*, Eastern Book Company, 2004, p.23 cited in David Gower, “Rights of the Shareholders”, 27 *JILI*, 2004, p.39.

Please note-

- That there are cases when material at hand (referring source) makes a reference to some other material (referred material), such as a book cited in another book or an article mentioning another article or an article mentioned in a book or a book mentioned in an article etc.
- That if one is referring to what is referred without confirming that in original, then what is referred (referred material) and in which that is referred (referring source), both should be footnoted.
- That referred material should come first and referring source should come next.
- That referred material and the referring source should be separated by the expression ‘cited in’.

## Use of *ibid.*

*Ibid.* – This expression commonly refers to ‘same work at same place’. For example, if footnote number 7 is:

7. Avtar Singh, *Company Law*, Eastern Book Company, 2004, p.23.

and in immediately succeeding footnote, i.e. number 8, same page of same book is referred again, then there is no need to repeat the whole footnote. Writing *ibid.* in footnote number 8 shall suffice. Thus, footnote sequence shall appear as-

7. Avtar Singh, *Company Law*, Eastern Book Company, 2004, p.23.

8. *Ibid.*

---

## Use of id.

Id. – This expression is commonly used when in consecutive footnotes referred work remains the same but its page number changes.

For example if footnote number 7 is:

7. Avtar Singh, *Company Law*, Eastern Book Company, 2004, p.23.

and in immediately succeeding footnote, i.e. number 8, page 79 of the same book is referred, then there is no need to write the whole footnote again. Writing id. with the changed page number shall suffice.

Thus, footnote sequence shall appear as-

7. Avtar Singh, *Company Law*, Eastern Book Company, 2004, p.23.

8. Id. at p.79.

### Please note-

- That the use of *ibid.* or *id.* is meaningful only in successive footnotes.
- That if the sequence of footnote breaks then instead of *ibid.* or *id.* expression 'supra' is used.

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## Use of supra

Expression 'supra' refers to an earlier but not immediately preceding footnote.

For example if footnote number 7 is:

7. Avtar Singh, *Company Law*, Eastern Book Company, 2004, p.23.

and footnote number 8 is:

8. David Gower, "Rights of the Shareholders", 27 *JILI*, 2004, p.39.

Now, if in footnote number 9 the same page of the same book as referred in footnote number 7 is required to be referred, the expression *ibid.* cannot be used. Instead, expression 'supra' shall be used.

Thus, footnote sequence shall appear as-

7. Avtar Singh, *Company Law*, Eastern Book Company, 2004, p.23.

8. David Gower, "Rights of the Shareholders", 27 *JILI*, 2004, p.39.

9. Supra 7.

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And, if in footnote number 9 a different page of the same book as referred in footnote number 7 is required to be referred, footnote sequence shall appear as-

7. Avtar Singh, *Company Law*, Eastern Book Company, 2004, p.23.
8. David Gower, “Rights of the Shareholders”, 27 *JILI*, 2004, p.39.
9. Supra 7 at p. 79.

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## REFERENCES

**Should contain all those works that you have consulted.**

**Should be arranged alphabetically.**

**May be divided into various parts. E.g.**

Books/ articles/ conventions.

Indian material/ foreign material.

Primary source/ secondary source.

**Last name comes before the first name. e.g.**

Singh, Avtar, *Company Law*, Eastern Book Company, 2004.

**Page numbers of the books referred need not be mentioned in references.**

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APPENDIX I  
**CONVENTION AGAINST TORTURE, 1984**

XXXX

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APPENDIX II

**INTERNATIONAL FUND FOR THE VICTIMS OF WAR CRIMES**

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Please ensure-

- That before submitting even the first draft to the supervisor all the spellings, grammar, punctuation etc. are checked thoroughly.
- That at least four copies of the work are prepared.
- That you are carrying the dissertation with you on the day of viva voce examination.
- That your work is original in all respects.