



॥ सा विद्या या विमुक्तये ॥

स्वामी रामानंद तीर्थ मराठवाडा विद्यापीठ, नांदेड

'ज्ञानतीर्थ', विष्णुपुरी, नांदेड - ४३१ ६०६ (महाराष्ट्र राज्य) भारत

SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY, NANDED

'Dnyanteerth', Vishnupuri, Nanded - 431 606 (Maharashtra State) INDIA

Established on 17th September, 1994, Recognized By the UGC U/s 2(f) and 12(B), NAAC Re-accredited with 'B++' grade

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विज्ञान व तंत्रज्ञान विद्याशाखे अंतर्गत B. Pharm प्रकल्प लेखना बाबत मार्गदर्शक सुचना (Guidelines) शैक्षणिक वर्ष २०२४-२५ पासून लागू करण्याबाबत.

प रि प त्र क

या परिपत्रकान्वये सर्व संबंधितांना कळविण्यात येते की, दिनांक ३० जुलै २०२४ रोजीच्या फार्मसी अभ्यासमंडळाच्या बैठकीतील शिफारसी नुसार विज्ञान व तंत्रज्ञान विद्याशाखेतील B. Pharm अभ्यासक्रमाच्या अंतिम वर्षातील सत्र VII व VIII मधील प्रकटीस स्कुल/प्रकल्प लेखना बाबत तयार केलेल्या मार्गदर्शक सुचना (Guidelines) शैक्षणिक वर्ष २०२४-२५ पासून लागू करण्यास मा विद्यापरिषदेच्या दिनांक २९ ऑगस्ट २०२४ रोजी संपन्न झालेल्या बैठकीतील विषय क्रमांक ०५/६०-२०२४ च्या ठरावानुसार मान्यता प्रदान केली आहे. त्यानुसार सोबत जोडल्याप्रमाणे प्रकटीस स्कुल/प्रकल्प लेखना बाबत मार्गदर्शक सुचना (Guidelines) शैक्षणिक वर्ष २०२४-२५ पासून लागू करण्यात येत आहेत.

सदरील परिपत्रक व प्रकटीस स्कुल/प्रकल्प लेखना बाबत मार्गदर्शक सुचना (Guidelines) प्रस्तुत विद्यापीठाच्या www.srtmun.ac.in या संकेतस्थळावर उपलब्ध आहेत. तरी सदरील बाब ही सर्व संबंधितांच्या निदर्शनास आणून द्यावी, ही विनंती.

'ज्ञानतीर्थ' परिसर,
विष्णुपुरी, नांदेड - ४३१ ६०६.

जा.क्र.:शै-१/फार्मसी/प्रकटीसस्कुल/प्रकल्प ले/२०२४-२५/
दिनांक ०९.१०.२०२४

295

सहा.कुलसचिव
शैक्षणिक (१-अभ्यासमंडळ) विभाग

प्रत : १) मा. आधिष्ठाता, विज्ञान व तंत्रज्ञान विद्याशाखा, प्रस्तुत विद्यापीठ.

२) मा. संचालक, परीक्षा व मुल्यमापन मंडळ, प्रस्तुत विद्यापीठ.

३) मा. प्राचार्य, सर्व संबंधित संलग्नित फार्मसी महाविद्यालये, प्रस्तुत विद्यापीठ.

४) मा. संचालक, औषधनिर्माणशास्त्र, प्रस्तुत विद्यापीठ

५) सिस्टीम एक्सपर्ट, शैक्षणिक विभाग, प्रस्तुत विद्यापीठ. याना देवून कळविण्यात येते की, सदर परिपत्रक संकेतस्थळावर प्रसिध्द करण्यात यावे.

Annexure-1

Practice School and Domains

- In the VII semester, every candidate shall undergo practice school for a period of 150 hours
- Every candidate shall undergo practice school for a period of **150 hrs** at institute (10 hrs/week or 2 days/week).
- The student shall opt any one of the domains for College level program committee practice school declared by the program committee from time to time.
- At the end of the practice school, every student shall submit:
A **printed report** on practice school he/she attended report should be submitted in triplicate of **not more than 25** pages. Student will deliver presentation in front of Institute expert in the form of Power Point presentation.
- Practice school shall be evaluated by the **subject experts at College level** and Marks/Grade point shall be awarded
- **Proposed evaluation of practice school:**

Continuous Mode: 25M	
Attendance	05 M
Practical work	10M
Student Teacher Interaction and Perception of Guide	10M
Institute Level Exam (Presentation):125M	
Objectives	10
Methodology/Knowledge & skill acquired	30
Presentation work	20
Communication skill	15
Conclusion & Outcome	15
Question & Answers (Defense)	15
Compilation of Report	20
Total	125

Equivalence to Practice School: Successful pass of MOOC course equivalent of 6 credits of practice School

- **Letter grades and grade points equivalent to Percentage of marks and performances:**

Percentage of Marks Obtained	Letter Grade	Grade Point	Performance
90-100	O	10	Outstanding
80-89.99	A	9	Excellent
70-79.99	B	8	Good
60-69.99	C	7	Fair
50-59.99	D	6	Average
Less than 50	F	0	Fail
Absent	AB	0	Fail

Practice School Evaluation Sheet

Class: B. Pharm Final

Semester: VII

Academic Year

Continuous mode:			
Sr. No.	Criteria	Out of Marks	Marks Obtained
1	Attendance	05	
2	Academic Activity	10	
3	Student Teacher Interaction and Perception of Guide	10	
Total		25	
End Semester Exam: (Institute Level)			
Sr. No.	Criteria	Out of Marks	Marks Obtained
1	Presentation work	15	
2	Communication skill	15	
3	Objectives	10	
4	Methodology/ Knowledge and skill acquired	40	
5	Conclusion & Outcome	15	
6	Question & Answers (Defense)	15	
7	Compilation of Report	15	
Total		125	
Letter grades and grade points equivalent to Percentage of marks and performances			
Percentage of Marks Obtained	Letter Grade	Grade Point	Performance
90-100	O	10	Outstanding
80-89.99	A	9	Excellent
70-79.99	B	8	Good
60-69.99	C	7	Fair
50-59.99	D	6	Average
Less than 50	F	0	Fail
Absent	AB	0	Fail

Name & Signature
Internal Examiner

Guidelines Regarding the Format and Writing of B Pharm Practice School Report

BP706PS PRACTICE SCHOOL (180 Hours)

Organization of Report:

Report shall be organized in Title Sheet, Internal Approval Sheet, Project Approval Sheet and Index page. The **body of the report** may contain chapters (starting with content, list of tables, list of figures, abbreviations, nomenclature, chapters, references (as a single chapter), appendices (if any) including important charts, methods of calculations. **However, the body of the report may be edited as per the discretionary of the department practice school domain.** The body of the report should conclude **with bulleted learning outcomes** as appendix. The *Plagiarism* report must also be attached as appendix.

Project Report (should not be more than 25 pages, however it may vary depending on the discretion of the project guide)

1. **Title page:** These must be as per the format prescribed and given as *Specimen 'A': Title Sheet*. If there are more than one faculty assigned to conduct Practice school, his/her name must be included at the appropriate place.

2. **Index**

3. **Report - Guidelines relating to Report writing (this can be adopted/edited as per the discretionary of department)**

- ***Introduction to Modules (should not exceed 1 page):***

It shall introduce the Modules of the Practice school.

- ***Literature of Work undertaken under Practice School (should not exceed 8 pages):***

General literature search including Scope and Literature survey,

- ***Aims & Objectives of Work undertaken under Practice School (should not exceed 1 page)***

Herein, objective of the proposed work under practice school is to be mentioned.

- ***Work undertaken under the practice school (Should not exceed 10 pages):***

Herein, an overview of the work executed by student under the practice school.

If practical work has been conducted students represent the data as figures/ tables/ text. Figures and tables should be presented immediately following their first mention in the text. Short tables and figures (say, less than half the writing area of the page) should be presented within the text, while large table and figures may be presented on separate pages.

- ***Bibliography and References*** that must contain all literature cited in the various chapters including personal correspondence or unpublished work if any. You should use the format below to cite the references.

Citation in Text: Indicate references by author (s) in square brackets in line with the text. The actual authors can be referred to, but the reference number(s) must always be given. Example: '..... demonstrated [3,6]. Barnaby and Jones [8] obtained a different result '

List: Number the references (numbers in square brackets) in the text of the manuscript in the order in which they appear in the text.

Examples:

Reference to a journal publication:

[1] J. van der Geer, J.A.J. Hanraads, R.A. Lupton, The art of writing a scientific article, J. Sci. Commun. 163 (2010) 51–59.

Reference to a book:

[2] W. Strunk Jr., E.B. White, The Elements of Style, fourth ed., Longman, New York, 2000.
Reference to a chapter in an edited book:

[3] G.R. Mettam, L.B. Adams, How to prepare an electronic version of your article, in: B.S. Jones, R.Z. Smith (Eds.), Introduction to the Electronic Age, E-Publishing Inc., New York, 2009, pp. 281–304.

Reference to a website:

[4] Cancer Research UK, Cancer statistics reports for the UK.
<http://www.cancerresearchuk.org/aboutcancer/statistics/cancerstatsreport/>, 2003
(accessed 13.03.03).

Reference to a dataset:

[dataset] [5] M. Oguro, S. Imahiro, S. Saito, T. Nakashizuka, Mortality data for Japanese oak wilt disease and surrounding forest compositions, Mendeley Data, v1, 2015. <https://doi.org/10.17632/xwj98nb39r.1>.

4. LEARNING OUTCOMES BY THE CANDIDATE

In this section, the student will enumerate the learnings (each point stated separately) derived from the practice school and its correlation with knowledge imparted over SEM 1-SEM VII.

Practice School Report Format

Typesetting, Text Processing and Printing

The text shall be printed on single side of a page.

Page Format:

The Printed Sheets shall have the following written area and margins:

Page size:

Use A4-size paper with 1" left margin, 1" top and bottom margin, 1" right margin on each page. **Font and Font size:** The letter font should “**Times New Roman**” with font size of 12.

Line spacing: should be 1.5 (one and a half). Indented quotations or footnotes where single spacing may be used.

Header must contain brief title of the chapter above single line. **Footer** must contain page number in the centre of the page.

Header and Footer must be used only after the content page(s).

Pagination:

Page numbering in the text of the report shall be Hindu- Arabic numerals at the center of the footer. Page number “1” for the first page of the Introduction chapter shall not appear in print; only the second page will bear the number “2”. The subsequent chapters shall begin on a fresh page. Pagination for pages before the Introduction chapter shall be in lower case Roman numerals, e.g., “iv”.

Binding:

Each student is required to prepare three final hard spiral bound copies. Two copies are to be submitted to department under which practice school was conducted and library, respectively.

Title Sheet will be as follows:

Specimen 'A': Title Sheet

(Title of the work executed under Practice School)

Submitted to



Swami Ramanand Teerth Marathwada University, Nanded

in partial fulfilment of the requirements of

Practice School (BP706PS)

of

Final Year B. Pharm (SEM VII)

Academic Year 202 - 202

executed in

(Department of Specialization)

by

(Name of the Students)

(UNIQUE ID.____)

Supervisor (s):

(Name of Supervisor/s)

(Emblem of Institute in diameter of 40 mm)

(Academic Year, Month and Year of Submission)

Specimen 'B': Internal Approval Sheet

CERTIFICATE

This is to certify that the project entitled **“Title of work executed under Practice School”** is a bonafide work of **“Name of student” (Unique ID No.)** executed in the Department **“Specialization”** and submitted to the **Swami Ramanand Teerth Marathwada University, Nanded** in partial fulfilment of the requirement for the **completion of Practice School (BP706PS)** of Final Year B.Pharm (SEM VII) Academic Year 202 - 202 .

(Name and sign)

Supervisor/s

College seal

(Name and sign)

Head of Department

(Name and sign)

Principal

Specimen `C': Approval Sheet

Practice School Report Approval for B Pharm

This Practice School report entitled '**Title of work executed under Practice School**' by *Student Name, and Unique ID no* is approved for consideration towards the **completion of Practice School (BP706PS)** of Final Year B.Pharm (SEM VII) Academic Year 202 - 202

.

Examiners

1.

2.

3.

Date:

Place:

Specimen `D': Learning Outcomes

I, **“Name of student” (Unique ID No.)** had the following learnings while working on the project entitled **“Title of work executed under Practice School”** in the Department **“Specialization”** during Final Year B.Pharm (SEM VII) Academic Year 202 - 202 .

Highlights of the Knowledge/skills gained during Practice School (BP706PS) (not more than 5)

- 1.
- 2.

Name & Signature of the student

Unique ID:

Date:

Place:

Annexure-2

Project Work Format

Academic Year:

B. Pharm IV (Sem-VIII)

Guidelines for preparing Project work (PW)

Sr. No.	Particular	Guidelines
1	PW Group	Not exceeding 5 in number
2	Selection of Topic	The area of the project shall directly relate any one of the elective subject opted by the student in semester VIII
3	Project synopsis Preparation	A copy of Approved synopsis covering <ol style="list-style-type: none">1. Introduction2. Review of Literature3. Need, Objectives and Plan of work4. Materials and MethodsQuestionnaire in case proposed to collect data5. References
4	Project Report should adhere	Cover page on the bound copy of the report Certificate by Head of Institution Certificate by Guide Declaration by student Acknowledgement Index Abstract
5	Preparing Project Report	Chapter 1: Introduction Chapter 2: Review of Literature Chapter 3: Need, Objectives and Plan of work Chapter 4: Materials and Methods Chapter 5: Results and Discussion Chapter 6: Conclusion and outcomes Chapter 7: Bibliography/ References Appendix if any
6	Font: Times New Roman with one and half space between lines Font size: Heading=14 bold, Subheading =12 bold & Running text=12 normal. Figures Arabic Numerals Tables Roman Numerical Number left aligned and bold, Margin of 1 inch =2.5cm from all sides	
7.	Project Report submission	Submit Typed & bound copy not less than 25 pages Submitted in triplicate A copy of approved synopsis should also be attached

8.	<p>Project evaluation Criteria: The internal and external examiner appointed by the University shall evaluate the project Students shall be evaluated in groups for four hours about half an hour for a group of five students</p> <p>Evaluation of Dissertation Book:</p> <table> <tr> <td>Objective(s) of the work done</td><td>15 Marks</td></tr> <tr> <td>Methodology/knowledge & skill acquired</td><td>20 Marks</td></tr> <tr> <td>Results and Discussions</td><td>20 Marks</td></tr> <tr> <td>Conclusions and Outcomes</td><td>20 Marks</td></tr> <tr> <td>Total</td><td>75 Marks</td></tr> </table> <p>Evaluation of Presentation:</p> <table> <tr> <td>Presentation of work</td><td>25 Marks</td></tr> <tr> <td>Communication skills</td><td>20 Marks</td></tr> <tr> <td>Question and answer skills</td><td>30 Marks</td></tr> <tr> <td>Total</td><td>75 Marks</td></tr> </table> <p>Explanation: 75 marks assigned to the dissertation book shall be same for all the students in a group. 75 marks assigned for presentation shall be awarded based on the performance of individual students</p>	Objective(s) of the work done	15 Marks	Methodology/knowledge & skill acquired	20 Marks	Results and Discussions	20 Marks	Conclusions and Outcomes	20 Marks	Total	75 Marks	Presentation of work	25 Marks	Communication skills	20 Marks	Question and answer skills	30 Marks	Total	75 Marks
Objective(s) of the work done	15 Marks																		
Methodology/knowledge & skill acquired	20 Marks																		
Results and Discussions	20 Marks																		
Conclusions and Outcomes	20 Marks																		
Total	75 Marks																		
Presentation of work	25 Marks																		
Communication skills	20 Marks																		
Question and answer skills	30 Marks																		
Total	75 Marks																		
9.	<p>Style of Referencing: Typically, a citation can include: A Book: Reference number, Author(s), Title, Subtitle, Edition, Place of publication, Publisher, Year of publication, Page Number. Journal Articles: Reference number, Author(s), Title, Name of Journal, Year, Volume & Issue, Page number.</p>																		

Project Work Evaluation Sheet

Academic Year:

Class: B. Pharm IV (Sem-VIII)

Max. Marks: 150

Date of Exam: / /20

Time:

Mode of Exam:

Centre:

Centre Code:

Batch R: Roll Numbers /Exam seat Numbers:

Evaluation Details

Exam Seat Number	Marks	
	Max. Marks 75 M	Marks Obtained
Dissertation Book		
Objectives of the work done	15 Marks	
Methodology/Knowledge and skill acquired	20 Marks	
Results and Discussions	20 Marks	
Conclusions and Outcomes	20 Marks	
Presentation	Max. Marks 75 M	
Presentation of work	25 Marks	
Communication skills	20 Marks	
Question and answer skills	30 Marks	
Total Marks	150M	

Name and Signature
Internal Examiner

Name and Signature
External examiner

Format and Guidelines for B Pharm Project Report Writing

Organization of Report:

Report shall be organized in Title Sheet, Internal Approval Sheet, Project Approval Sheet, Index, Abstracts, chapters (starting with content, list of tables, list of figures, abbreviations, nomenclature, chapters, references (as a single chapter), appendices (if any) including important charts, methods of calculations. The ***Plagiarism*** report must also be attached as appendix. One of the appendices could be pdf copy of the poster/published/in-press/accepted papers if any.

Project Report should not be more than 30 pages

1. **Cover page and title page:** These must be as per the format prescribed and given as *Specimen 'A': Title Sheet*. If there is a co-guide, his/her name must be included at the appropriate place. In case the guide/co-guide is not an employee of the BCP, the guide's affiliation should be mentioned.
2. **Title of Project:**
3. **Abstract:** An abstract of the project may be required for publishing in any relevant database. The abstract should provide a succinct and concise representation of the project , not exceeding 500 words. Graphs, charts, tables or illustrations should not be included.
4. **Index**

Guidelines relating to Report writing

1. Introduction (should not exceed 3 pages):

It shall justify and highlight the problem posed, define the topic and explain the aim and scope of the work presented in the project. It may also highlight the significant contributions from the investigation.

2 Background of Project Work(should not exceed 2 pages):

General literature search including theoretical background if any. Objectives and Scope, Literature survey,

3 Aims & Objectives of the project work (should not exceed 1 page)

Herein, Rationale/Hypothesis, Objective, Specific Objectives of the proposed research work

4 Experimental:

- *Plan of work, List of Materials and Methods should be included in the section. The reporting on the investigation shall be presented in one or more chapters with appropriate chapter titles.*
- *Due importance shall be given to experimental setups, procedures adopted, list of materials/ equipments used in the study, techniques developed, methodologies developed and adopted.*
- *Figures and tables should be presented immediately following their first mention in the text. Short tables and figures (say, less than half the writing area of the page) should be presented within the text, while large table and figures may be presented on separate pages.*
- *Equations should form separate lines with appropriate paragraph separation above and below the equation line, with equation numbers flushed to the right.*

5 Results and Discussions:

This shall form the penultimate chapter of the report and shall include a thorough evaluation of the work carried out and bring out the contributions from the study. The discussion shall logically lead to inferences and conclusions as well as scope for possible further future work.

6 Summary and Conclusions:

This will be the final chapter of the report. A brief report of the work carried out shall form the first part of the Chapter. Conclusions derived from the logical analysis presented in the Results and Discussions Chapter shall be presented and clearly enumerated, each point stated separately. Scope for future work should be stated lucidly in the last part of the chapter. The following is the sequence of the various chapters

7 Bibliography and references that must contain all literature cited in the various chapters including personal correspondence or unpublished work if any. You should use below format to cite the references.

Citation in Text: Indicate references by author (s) in square brackets in line with the text. The actual authors can be referred to, but the reference number(s) must always be given. Example: '..... demonstrated [3,6]. Barnaby and Jones [8] obtained a different result '

List: Number the references (numbers in square brackets) in the text of the manuscript in the order in which they appear in the text.

Examples:

Reference to a journal publication:

[1] J. van der Geer, J.A.J. Hanraads, R.A. Lupton, The art of writing a scientific article, J. Sci. Commun. 163 (2010) 51–59.

Reference to a book:

[2] W. Strunk Jr., E.B. White, The Elements of Style, fourth ed., Longman, New York, 2000. Reference to a chapter in an edited book:

[3] G.R. Mettam, L.B. Adams, How to prepare an electronic version of your article, in: B.S. Jones, R.Z. Smith (Eds.), Introduction to the Electronic Age, E-Publishing Inc., New York, 2009, pp. 281–304.

Reference to a website:

[4] Cancer Research UK, Cancer statistics reports for the UK. <http://www.cancerresearchuk.org/aboutcancer/statistics/cancerstatsreport/>, 2003 (accessed 13.03.03).

Reference to a dataset:

[dataset] [5] M. Oguro, S. Imahiro, S. Saito, T. Nakashizuka, Mortality data for Japanese oak wilt disease and surrounding forest compositions, Mendeley Data, v1, 2015. <https://doi.org/10.17632/xwj98nb39r.1>.

8 Plagiarism Report

The candidates shall attach the Plagiarism report obtained from Turnitin software

9 Publications/Presentations by the candidate

Articles, technical notes etc. on the topic of the report published by the candidate may be separately listed after the literature cited. This may also be included in the contents. The candidates may also include reprints of his/her publications after the literature citation.

10 Acknowledgements

Project Reports Format

Typesetting, Text Processing and Printing

The text shall be printed on single side of a page.

Page Format:

The Printed Sheets shall have the following written area and margins:

Page size:

Use A4-size paper with 1" left margin, 1" top and bottom margin, 1" rightmargin on each page.**Font and Font size:** The letter font should “**Times New Roman**” with font size of 12.

Line spacing: should be 1.5 (one and a half). Indented quotations or footnotes where single spacing may be used.

Header must contain brief title of the chapter above single line. **Footer** must contain page number in the centre of the page

Header and Footer must be used only after the content page(s).

Pagination:

Page numbering in the text of the report shall be Hindu- Arabic numerals at the center of the footer. Page number “1” for the first page of the Introduction chapter shall not appear in print; only the second page will bear the number “2”. The subsequent chapters shall begin on a fresh page. Pagination for pages before the Introduction chapter shall be in lower case Roman numerals, e.g., “iv”.

Auxiliary Format

Binding:

The final hard spiral bound copy to be submitted to the library after the viva-voce examination will be accepted during the submission of project report.

Title Sheet will be as follows:

Specimen 'A': Title Sheet

(Project Title)

Submitted to



Swami Ramanand Teerth Marathwada University, Nanded

**in partial fulfilment of the requirements of the
degree of**

(Bachelor of Pharmacy)

by

(Name of the Students)

(Roll No. _____)

Supervisor (s):

(Name of Supervisor)

(Emblem of Institute in diameter of 40 mm)

(Academic Year, Month and Year of Submission)

Specimen 'B': Internal Approval Sheet

CERTIFICATE

This is to certify that the project entitled **“Title of project”** is a bonafide work of **“Name of students” (Roll No.)** submitted to **Swami Ramanand Teerth Marathwada University, Nanded** the University of. in partial fulfilment of the requirement for the award of the degree of **“Bachelor of Pharmacy”**.

(Name and sign)

Supervisor/Guide

(Name and sign)

Head of Department

(Name and sign)

Principal

Specimen `C': Approval Sheet

Project Report Approval for B Pharm

This project report entitled (*Title*) by (*Author Name/s, and Roll no.*) is approved for the degree of _____ (*Degree details*).

Examiners

1.

2.

Date:

Place: