



UNIVERSITY OF HEALTH SCIENCES

DIRECTORATE OF UNDERGRADUATE STUDIES

Khayaban-e-Jamia Punjab, Lahore - 54600, Pakistan

Website: www.uhs.edu.pk Ph: 042-99231538 Fax: 042-9231539 UAN: 111 33 33 66

SYNOPSIS FORMAT GUIDELINES

Table of Contents:

List of Abbreviations:

(To be arranged in alphabetical order)

Project Summary:

(In form of continuous text without references, maximum of 500 words, and limited to a single page):

It should cover all aspects of the research proposal, including short statement of problem, Research hypothesis/research question, objectives, rationale for proposed study, study design, sample size, sampling technique including method for allocation to groups, methodology, data analysis, and potential significance.

Introduction

(Limited to 500-700 words max.)

Introduction should establish the basis of the research, in three paragraphs, duly supported with references.

First Paragraph: Introduction of the topic. State the research problems. First discuss the modern aspects of the problem and then focus on the specific problems under consideration.

Second Paragraph: Give short summary of the current state of knowledge, gaps or controversy in existing knowledge or if there is inconclusive evidence. Investigator may have his own observations/reasons to question the existing knowledge that need to be verified.

Third Paragraph: The researcher will build rationale for conducting the study considering gaps or controversies in existing knowledge given in second paragraph.

Literature Review:

(Not to exceed 3-4 pages, should consist of three sections)

The first section should cover current state of knowledge citing available literature with references, with gaps or controversy in existing knowledge or if there is inconclusive evidence; 2nd section should introduce the precise nature of the project; the last section should describe goals/objectives in the light of first two sections. (In-text-references should be given in Harvard style preferably from last five years. A few older references can be given only for historical purpose.)

Hypothesis:

Objectives:

Operational Definitions:

(If applicable, with references for standard criteria or definitions.)

Materials & Methods/Subjects & Methods:

Patients/Experimental Animals Selection (Inclusion & Exclusion Criteria; attach all proformas used for data collection at the end as annexures)

Study Design:

The study design must be specified (i.e., Randomized Control trial, Comparative study, Experimental study, Quasi Experimental study, Descriptive/Observational study including Cross-sectional study, etc.

Setting:

Place, where study will be carried out, including the names of collaborating departments and institutes

Sample Size:

To be calculated by appropriate scientific formula and on basis of relevant variables from published research giving its reference. In case of online calculator screenshot should be affixed.

Sampling Technique:

Including both recruitment of study subjects and subsequent allocation to groups

Sample Selection: Inclusion criteria

Exclusion criteria

Methodology:

(Data Collection Procedure)

What variables (Dependent or outcome and independent or predictors and confounding will be studied)?

Details of procedures, techniques, and methods

Data Collection Tools/Instruments to be used in the study.

In case of Surveys/questionnaire, these must be validated.

Statistical Analysis/Results:

Data was recorded, stored, and assessed. A list of qualitative and quantitative variables was created. Data was analyzed using appropriate methods. Software was used for analysis. Parametric or non-Parametric tests were applied to different variables based on the level of significance. The conclusion was drawn based on the analysis results.

Outcome & Utilization:

(Describe in which way the expected results of your study can be useful in advancement of medical knowledge, and potential translation into health care delivery system.)

Bibliography:

(Latest, preferably those published in last five years. To be given in an alphabetical order in hanging margins, without serial numbers or bullets. All in-text references should be cited in bibliography.)

Note: The prescribed referencing style has been Harvard Style, available <https://uhs.edu.pk/downloads/HarvardStyle.pdf> (CTRL+ Mouse Click)

Annexures of Synopsis: Including:

- **Acceptance of Responsibility Certificate by Research Supervisors & Co-supervisors** (duly signed by the supervisor & co-supervisor) - Prescribed template has been made available at page 13 of this document.
- **Ethical Considerations** (duly signed by the candidate and the supervisor)
- **Informed Consent Proforma** (English & Urdu Translations) – Prescribed template in English has been made available at pages 14-15 of this document.
- **Data collection tool/s** including proforma, questionnaire, survey, etc.

Title of Synopsis
(Title case – Times New Roman 14 – Bold)



by

Name of the Student

for

Qualification (Programme)

under supervision of

Name of the supervisor (with qualification/s, Current designation and
institution)
(May add a co-supervisor if required)



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ACCEPTANCE OF RESPONSIBILITY CERTIFICATE BY RESEARCH SUPERVISORS AND CO-SUPERVISORS

I, hereby undertake:

- i) That the synopsis is being submitted by the student ____ So/Do
____ Registration. No. ____ Session _____ Discipline _____ in
line with the prescribed timeline by UHS, and the research project will be
completed with submission of thesis within the prescribed time limit;
- ii) That the prescribed format of UHS for synopsis writing, available on its website,
has been followed in the manuscript;
- iii) That the proposed synopsis is based on original and novel research;
- iv) That the research protocol fulfills all ethical obligations prescribed for conduct of
research on human subjects, tissues, biological samples, and experimental
animals;
- v) That any experiments/techniques mentioned in the synopsis that would be carried
outside UHS through collaborative research shall be done after fulfilling all
documentary and regulatory requirements as prescribed by the university.
- vi) To assume full responsibility of the contents of the synopsis and incorporation of
any subsequent observations of review committees and Advanced Studies &
Research Board, in their true letter and spirit;
- vii) That any research paper resulting from the research project shall be published
mentioning affiliation of the author/s with UHS;

NAME OF SUPERVISOR

Designation

Department

Institution Date

NAME OF CO-SUPERVISOR

Designation

Department Inst

Date



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Institution Informed Consent Form

(Both in English and Urdu translated versions)

Project Title:

Principal Investigator:

Research Team Contact:

Importance of the study/ (It includes brief overview and significance of the study on level of

Purpose of the study: understanding for the person who will be signing the form, keep it simple.)

Description of the (Basically, informing the participants how they are involved in research if they

Research: have to fill questionnaire, give blood samples, tissues sample etc.)

Confidentiality: (Let the participants know they level of identity protection of any personal information collected for this study. Will their identity be fully protected, if not, then to what level and what will be publicly available?)

Potential Hazards/ Side (Outline any potential risk or discomforts, and how those risks will be
Effects/ Discomfort to the addressed if they arise. If you believe there are no risks involved, since there
patients/ Subjects: is never a guarantee, state that there are “no known risks”.)

Authorization:

- I, _____ S/o or D/o _____
ID No _____ hereby fully agree to contribute to the above-mentioned study and future related studies on these samples. I was given ample time to think and discuss the study. I understand that this study is designed to add to the medical knowledge. I have been informed about the nature of the procedure and the possible risk(s) / discomfort(s) involved. I had the opportunity to ask any questions about the study and I agree to give _____ samples as requested by _____, the researcher.
- I have also been informed about my explicit right to withdraw from the study at any time if I want to.
- I have no objection in case the data obtained from me, and my investigations(s) is published in a research journal maintaining confidentiality.
- I have also been conveyed that my participation / non-participation will not affect my treatment (if applicable).

Patient/ Volunteer/ Subject Name:

**(Parent/Guardian/Legal Heir in case of
Minor / Mental handicap / Deceased)**

Signature

Researcher Name:

Signature



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Certificate of Recommendation (Synopsis)

Student Information:

1	Name of Student	
2	Registration #	
3	Session	
4	Program Enrolled	
5	Semester	
6	Proposed Supervisor Co-Supervisor Designation Institution	
7	Head of Department	

Synopsis Checklist:

Sr. No	Guidelines	Yes/No
1	Compliance to UHS SOPs for submitting research proposal.	
2	Format according to UHS Guidelines <ul style="list-style-type: none">• Summary• Introduction• Literature review• Rationale• Research Hypothesis• Aims and Objectives• Methodology• Statistical Analysis• Anticipated Results/Outcome• References• Timeline	
3	Appropriate in terms of Technical and Scientific Content	
4	Adherence to and Complied with Research and Ethical Guidelines provided by UHS	
5	Research Collaboration, if Required, attached as per UHS policy	

6	Signature of Supervisor/Co-Supervisor	
7	Signature of Head of Department	

Convenor Undergraduate Synopsis & Ethical Review Committee:

Director Undergraduate Studies

Pro-VC:

VC:



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Interim Research Report

(To be submitted on (1) Mid-Term (2) before Submission of thesis for evaluation)

Student Details

Name:
Registration #:
Program:
Semester/Year:
Supervisor: Designation: Co-Supervisor:

Approval Details

Synopsis Approval:
Ethical Approval:

Title of Synopsis

Current Status of Research Work

Task	Description	Status / % Completed
a) Sample Collection		
b) Sample Processing / Lab Work		
c) Lab Work Processing Detail		
d) Statistical Analysis		
e) Results (Initial Data)		

f) Expected Completion of Lab Work	
g) Challenges	
h) Progress on Report Write-up	

1. Student's Signature

2. Supervisor:

3. In-charge/Coordinator

4. Head of Department

5. Director Undergraduate Studies:

6. Pro-VC:

7. VC: