<u>DEPARTMENT OF BUSINESS ADMINISTRATION:</u> <u>TEZPUR UNIVERSITY: NAPAAM</u>

03/08/2020

Candidates whose applications for Ph.D. programme in the Department of Business Administration have been approved are requested to make a write up for the shortlisting process into the PhD programme for the Autumn Semester 2020. Candidates whose reports are received on or before 7th August will be considered for shortlisting. The list of shortlisted candidates will be published on 10th August 2020 and PI will be conducted on 13th August 2020 through online mode.

Guidelines for preparing the Report

Cover Page should include the following:

- 1. Name:
- 2. Area of Interest: HR, Marketing, Finance, Operations, Others (pl. Specify)
- 3. Topic: (not necessarily PhD topic)

Structure of write-up:

- i) Introduction
- ii) Literature review (including the method of selecting the literature)
- iii) Interpretation
- iii) Conclusion
- iv) References (APA Style)

Division of Marks for the write-up

- i) Depth of the Study 10
- ii) Language 10
- iii) Structure 10
- iv) Referencing Style 10

Total Marks 40

Pass Marks 25

Report should be submitted in the mail id <u>ba@tezu.ernet.in</u> on or before 7th August 2020, 12 noon.

Sd/-Head Department of Business Administration, Tezpur University