

Introduction

Research, in legal science, is a continuous process which is carried on not only by students of law but also by judges and legal practitioners. It would, probably, be more appropriate to say that judges and legal practitioners are better researchers than law teachers and law students. Every problem undertaken by a legal practitioner demands a lot of critical thinking and in-depth study so that the problem may be resolved to the satisfaction of social scientists and legal philosophers. Judges are not wholly dependent on what has been said by the parties; they do their own research and study before arriving at a particular decision. Both judges and legal practitioners obtain their materials from the socio-legal history as well as from Statutes before they formulate an opinion to arrive at a conclusion. As a result, they propound a new thesis in the process of the development of jurisprudence, which is neither a previously explored legal principle nor a Statute. Research in legal field is a continuous process as it deals with the changing dynamics of the society. Therefore, it keeps the water of the legal stream fresh and pure which may otherwise become stagnant.

A researcher is required to follow some uniform methods of research styles towards bringing continuity of thoughts and uniformity of research techniques. The research must include Introduction, Preface, Acknowledgement, Chapterisation, Headings, Sub-headings, Conclusion as a summary of research, practical and workable Suggestions, Footnotes/ Endnotes, Bibliography etc. Following are some guidelines which are imperative for a researcher to meet the aforesaid requirements of a qualitative research outcome:

Cover/Title Page

1. Title of the Project/Seminar Paper on the Cover/Title page shall be typed in 14 font size in Times New Roman; all letters must be in capital (UPPERCASE), bold, centre aligned and in single spacing (no underline/italicised, border, etc. on the cover page).
2. Logo of Maharashtra National Law University, Nagpur must be placed below five spaces from the Title of the Project/ Seminar Paper.
3. Subject Title, Submitted to, Submitted by, Class-Year-Semester, must be typed in the middle of the Cover/Title page in 12 font size, Times New Roman in single spacing and no bold/Italicised or capitalised (only in Title case).
4. At the bottom of the Cover/Title page, Month and Year of submission must be typed in 12 font size, Times New Roman, centre aligned, single spacing, no bold/Italicised or capitalised (only in Title case)
5. At the bottom of the Cover/Title page after Month and Year of submission, the name of the University/Institution would come, which will be in 14 font size, Times New Roman, centre aligned, all letters must be in capital (UPPERCASE), no bold/Italicised.
6. No border (of any kind/size) shall be designed on the Cover/Title page.
7. No page number shall be Printed/Typed on the Cover/Title page.

Note: Please refer the sample title page on next page.

**[Paper size A4, Paper margin- Top, Bottom and Right 1.2" and 1.5" on Left side]*

**TITLE OF THE PROJECT/SEMINAR
PAPER/THESIS/DISSERTATION**

[Title in Bold, UPPERCASE, Non-Italicised, Times New Roman, Single space, Font- 14, Center Aligned]

[below five spaces from Title]



(only in case of Dissertation)

Dissertation submitted to Center for Post Graduate Legal Studies of
Maharashtra National Law University, Nagpur
in partial fulfillment for award of the degree of

[below five spaces from Logo type in Non-Italicised, Unbold, Title Case, Times New Roman, 1.5 spacing, Font- 12, Center Aligned]

(only in case of Dissertation)

MASTER OF LAWS (LL.M.).

[below one space, Bold, UPPERCASE, Times New Roman, Font- 12, Center Aligned]

***Submitted by**

*[below three spaces type *Bold, Non-Italicised, Times New Roman, 1.5 spacing, Font- 12, Center Aligned]*

****XXX**

UID No. XXX

*[below one space **Unbold, UPPERCASE, Non-Italicised, Times New Roman, single spacing, Font-12, Center Aligned]*

(only in case of Dissertation)

***Under the Supervision of**

*[below three spaces type *Bold, Non-Italicised, Times New Roman, 1.5 spacing, Font- 12, Center Aligned]*

****PROF.(DR.) XXXXX**

Designation

*[below one space ** Unbold, UPPERCASE, Non-Italicised, Times New Roman, single spacing, Font-12, Center Aligned]*

June 2019

[type below five spaces Bold, Title Case, Non-italicised, Times New Roman, Font -12 single spacing]

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

[type below one space Bold, UPPERCASE, Non-italicised, Times New Roman, Font 14]

List of Statutes

List of Statutes includes: title of the Statute, year of the Statute without any bold or italicised at the left side of the page in chronological order and in one and half spacing. A Sample list of Statutes is given below:

The Federal Water Pollution Control Act 1948
The National Air Pollution Control Act 1955
The Clean Air Act 1963
The Wilderness Act 1964
The National Emissions Standards Act 1965
The Motor Vehicle Air Pollution Control Act 1965
The Solid Waste Disposal Act 1965
The National Environmental Policy Act 1969
The Companies Act 2013
The Companies (Corporate Social Responsibility) Rules 2014

List of Cases

List of Cases includes: name of both the parties in font size 12; Times New Roman (title case) with v. (versus) without any bold or italicized at the left side of the page and at the right side of the page, page number of the research report would appear - where the researcher has used or referred the case in the report - in alphabetical order and in one and half spacing. The citations of cases used in the report are not to be given in this list as the citations have already been given in the report, so no repetition of citation is required. A Sample list of Cases is given below

Air India Statutory Corporation v. United Labour Union	6
Brown v. Morgan	8
D.S. Nakara v. Union of India	8,10,12
M.C. Mehta v. Kamal Nath	11
Randhir Singh v. Union of India	14
State of Kerala v. N.M. Thomas	5

List of Abbreviations

List of Abbreviation includes all abbreviations and their explanations without any bold or italicized at the left side of the page in alphabetically order and in one and half spacing. A Sample list of Abbreviations is given below:

AIR	All India Reporter
CAT	Critical Accounting Theory
DRT	Debt Recovery Tribunal
EPA	Environmental Protection Agency
IPC	Indian Penal Code

Content Page

For Project/Thesis/Dissertation

Content page includes Table of Statutes; Table of Cases; Table of Abbreviations; Name and Number of the Chapter; Contents of the Chapter; Bibliography; and Annexures. The subjects shall be typed at the left side of the page and the right side of the Content page shall carry the respective page numbers for the subjects from the research report. The font size of the items would be 12, in Times New Roman, no item would be Bold/Italicised or capitalized (only in Title case) and in single spacing. A Sample Content Page is given below:

Content	
Subject	Page No.
Declaration by Candidate	i
Supervisor Certificate	ii
Acknowledgement	iii
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List of Cases	v
List of Abbreviations	vi
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1.7. Scope and Limitations	6
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CHAPTER-II	
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Page Numbering

1. The page numbering for the page of List of Cases, List of Statutes, List of Abbreviations, Content and Bibliography shall be in Roman numerical (in small letters) at the bottom of each page, and centre aligned (e.g. i, ii, iii, iv...)
2. The page number in English numerical starts from Introduction and ends with Conclusion/Last Chapter, *i.e.*, main research body (e.g. 1, 2, 3, 4...)
3. If there is an Appendix attached to the research report after Bibliography, the Roman numerical continues in the same order as on Bibliography till the end of Appendix(s) (e.g. v, vi, vii...)
4. There shall be no page number on the Cover Page of the Report/Dissertation/Thesis/Seminar Paper etc.

General Guidelines

1. Each Chapter must necessarily contain Title, Introduction, Headings, Sub-headings, Conclusion. All Headings and Sub-headings must be left aligned with proper numbering. The font size of all the Headings and Sub-headings must be twelve (12), in Times New Roman, Bold, Title case and in one and half spacing.
2. Text in the Chapter must be Justified, Times New Roman, twelve (12) Font size, one and half space. There must be no space between two paragraphs and also before and/or after each heading or sub-heading. Each paragraph must start with an indent of 3 points indicated on ruler.
3. In case of acknowledgement of the sources, footnotes are allowed not endnotes. Each Chapter must carry independent footnotes/references starting from one (1). Numbering of the footnotes must be in English numerical (superscript numbering in the text of the research and normal numbering in the footnote), font size must be ten (10) in Times New Roman, Justified with single space and each footnote must be closed with the full stop.
4. Each chapter must start from a new page. The chapter title must be in UPPERCASE, bold followed with its no. (in Roman numerical). It must be in twelve (12) font size, centre aligned, single space, e.g., **CHAPTER-I**. The title of the chapter must be typed below chapter no. in UPPER CASE, bold but not underlined or italicised and it must be in twelve (12) font size, centre aligned, one and half space.
5. Use of the word, phrase, and text from the material written in languages other than English must be italicised.
6. If a direct quote is more than three sentences or more than forty (40) words, it must be in separate indented paragraph from both sides with four (4) points indicated on ruler. The text must be italicised and in single space with an appropriate reference/footnote. In case the direct quote is less than three sentences or less than forty (40) words, it need not be in separate indented paragraph but it must be in double quotes and italicised with an appropriate reference/footnote in the running text.
7. The footnote number in the body of the chapter must be inserted in superscript and after punctuation.
8. There shall be no comma in between the name of the Act and the year of the Act. Example, The Hindu Marriage Act 1955; The Companies Act 2013; The Indian Penal Code 1860.

9. There shall be no comma in between the name of the parties in a case and the citation of the case. Example, *Anandi D. Jadhav v. Nirmala Ramachandra Kore* AIR 2000 SC 1386.
10. In case of referring case in main body of research and footnotes, name of both the parties along with v. in between the two parties must be Unbold, Italicised and Title Case. e.g., *Rameshwari Devi v. State of Bihar*.
11. In case of Seminar/Research Paper, the abstract must be written after the title of the paper. Abstract must be in single space, Italicised, twelve (12) font size, Times New Roman, Justified, indented from both sides up to four (4) points indicated on ruler. Each Heading/Sub-heading must be left aligned, Bold, Non-Italicised, without Underline, twelve (12) font size, Times New Roman with one and half spacing. All the text, other than Heading and Sub-heading, must be in twelve (12) font size, Times New Roman, Unbold and Non-Italicised with one and half spacing. There must be no space between two paragraphs and also before and/or after each heading or sub-heading. Each paragraph must start with an indent of three (3) points indicated on ruler.
12. The researcher must follow the Anti-Plagiarism guidelines prescribed by UGC.
13. No header and footer must be used.
14. Remove hyperlinks of URLs in all citations.
15. The format of date must be Month Date, Year. e.g., January 01, 2019.

Mode of Citation

1. Method of Footnote must be as below:

a. Citation of a Book authored:

i. By a single writer:

- Ashutosh Mookerjee, *MARRIAGE, SEPARATION AND DIVORCE*, 3rd ed. 2002, pp. 376-765.

ii. By two writers:

- Paras Diwan and Peeyushi Diwan, *FAMILY LAW*, 4th ed. 1998, p. 87.

iii. By Multiple writers (three or more than three):

- Christina L. Kunz, et al., *LEGAL RESEARCH*, 4th ed. 1996, p. 154.

b. Citation of Edited Book:

i. By a single editor:

- R.K. Raizada (ed.), *WOMEN AND THE LAW*, 1st ed. 1996, p. 45.

ii. By two editors:

- Archana Parashar and Amita Dhanda (eds.), *REDEFINING FAMILY LAW IN INDIA*, 1st ed. 2008, p. 293.

- iii. By Multiple editors (three or more than three):
- Ranbir Singh, et al. (eds.), CYBER SPACE AND THE LAW- ISSUES AND CHALLENGES, 1st ed. 2004, p. 356.
- c. Citation of a Revised book:
- i. By single revised author:
- Satyajeet Desai (rev.), D.F. Mulla, PRINCIPLES OF HINDU LAW, Vol. I 18th ed. 2001, pp. 123-126.
- ii. By two revised authors:
- Rangnath Mishra and Vijender Kumar (rev.), John D. Mayne, TREATISE ON HINDU LAW AND USAGE, 17th ed. 2014, p. 915.
- iii. By Multiple revised authors (three or more than three):
- T.V. Subba Rao, et al. (rev.), G.C.V. Subba Rao, FAMILY LAW IN INDIA, 10th ed. 2011, pp. 123-124.
- d. Citation of Survey of Law (e.g. Annual Survey of Indian Law):
- Poonam Pradhan Saxena, “Family Law and Succession”, ANNUAL SURVEY OF INDIAN LAW, Vol. 37 2001, p. 311.
- e. Article [Published in the Journal]
- i. Citation of an Article Published in a Journal:
- Vijender Kumar, “Basis and Nature of Pious Obligation of Son to Pay Father's Debt vis-à-vis Statutory Modifications in Hindu Law”, 36 JILI (1994), p. 339.
 - Shailesh Tiwari and Saumya Goel, “Current Trends in CSR Across the Globe with Special Reference to India”, MADRAS LAW JOURNAL, Vol. 270 No. 2 2012, p. 7.
- ii. Citation of an Article that is Published in two Volumes/Parts of a Journal:
- Daljit Singh, “Desirability of Instant Divorce by the Judiciary: A Critique”, 45 (pts. 3-4) JILI (2003), p. 439, 46 (pts. 1-2) JILI (2004), p. 127.
- iii. Citation of an Article Published in Edited Book:
- Elizabeth S. Scott, “Marital Commitment and the Legal Regulation of Divorce”, Antony W Dnes (ed.), THE LAW AND ECONOMICS OF MARRIAGE AND DIVORCE, 1st ed. 2002, p. 35.

iv. Citation of a Paper/Article Published in a Law/Case Reporter:

- B.B. Pande, “Right to Life or Death?: For Bharat both cannot be Right”, (1994) 4 SCC, p. 19.

Note: In case, the Mode of Citation [e.g. 36 JILI (1994)] is prescribed by respective journal, researchers are requested to follow the same.

v. Citation of a Paper/Write-up Published in a Newspaper:

- Chirdeep Bagga, “Law May Put Daughters, Sons on a Par”, THE TIMES OF INDIA, Hyderabad, Friday, December 17, 2004, p. 10.

vi. Citation of website [Book/Article etc.]:

- Lon Fuller, MORALITY OF LAW, <http://www.cac.psu.edu/jbe/twocot.html>, (Visited on November 11, 2011).

2. Method of Bibliography must be as per below:

a. Bibliography of a Book authored:

i. By a single writer:

Ashutosh Mookerjee, MARRIAGE, SEPARATION AND DIVORCE, 3rd ed. 2002, Kamal Law House, Calcutta.

ii. By two writers:

Paras Diwan and Peeyushi Diwan, FAMILY LAW, 4th ed. 1998, Allahabad Law Agency, Allahabad.

iii. By Multiple writers (three or more than three):

Christina L. Kunz, et al., LEGAL RESEARCH, 4th ed. 1996, Aspen Law & Business, USA.

b. Bibliography of Edited book:

i. By a single editor:

R.K. Raizada (ed.), WOMEN AND THE LAW, 1st ed. 1996, The Bright Law House, Rohtak.

ii. By two editors:

Archana Parashar and Amita Dhanda (eds.), REDEFINING FAMILY LAW IN INDIA, 1st ed. 2008, Routledge, New Delhi.

iii. By Multiple writers (three or more than three):

Ranbir Singh, et al. (eds.), CYBER SPACE AND THE LAW-ISSUES AND CHALLENGES, 1st ed. 2004, NALSAR University of Law, Hyderabad.

c. Bibliography of an Article:

i. Bibliography of an article published in a Journal:

- Vijender Kumar, “Basis and Nature of Pious Obligation of Son to Pay Father’s Debt vis-à-vis Statutory Modifications in Hindu Law”, 36 JILI (1994), The Indian Law Institute, New Delhi.
- Shailesh Tiwari and Saumya Goel, “Current Trends in CSR Across the Globe with Special Reference to India”, MADRAS LAW JOURNAL, Vol. 270 No. 2 2012, Lexis Nexis, India.

ii. Bibliography of an Article that is Published in two Volumes/Parts of a Journal:

- Daljit Singh, “Desirability of Instant Divorce by the Judiciary: A Critique”, 45 (pts. 3-4) JILI (2003), p. 439, 46 (pts. 1-2) JILI (2004), The Indian Law Institute, New Delhi.

iii. Bibliography of an Article [Published in edited book]:

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iv. Bibliography of a paper/ article Published in a Law/Case Reporter:

- B.B. Pande, “Right to Life or Death?: For Bharat both cannot be Right”, (1994) 4 SCC, Eastern Book Company, Lucknow.

v. Bibliography of a research paper Published as a part of a Survey of Law, (e.g., Annual Survey of Indian Law):

- Poonam Pradhan Saxena, “Family Law and Succession”, ANNUAL SURVEY OF INDIAN LAW, Vol. 37 2001, The Indian Law Institute, New Delhi.

vi. Bibliography of a paper/write-up Published in a Newspaper:

- Chirdeep Bagga, “Law May Put Daughters, Sons on a Par”, THE TIMES OF INDIA, Hyderabad, Friday, December 17, 2004, The Times of India Pvt. Ltd., Hyderabad.

d. Webliography of website [Book/Article etc.]:

- <http://www.cac.psu.edu/jbe/twocot.html>

Some Generally Accepted Abbreviations are listed below:

- a. For paragraph, use pilcrow ¶, for multiple paragraphs, add ¶¶
- b. Art. for article
- c. Dn. for division
- d. Cl. for clause
- e. No. for number
- f. Reg. for regulation
- g. Sc. for scene
- h. Sec. for section
- i. Vol. for volume
- j. Add 's' to the short form for the plural words
- k. Chap. (s) for 'Chapter (s)' (e.g., in chap. 2, chaps. 4-6).
- l. Col. (s) for 'Column (s)', (e.g., see cols. 1-4)
- m. ed. (s) for 'Editor (s) or edited' (e.g., P.V. Kane, ed.); 'edition' (e.g., 2nd ed.)
- n. e. g. for 'Exempli gratia', for example
- o. et al. for 'et alia', and others (used to refer to co-author, when there are three or more)
- p. Ibid for 'ibidem'; in the same place or work -used when two or more successive footnotes refer to the same work; if reference is to different page (s), page No. (s) are indicated.
- q. Supra for 'above'; used to refer to text already cited.
- r. op. cit for 'opere citato'; in the work cited- used when reference is made to the same work as a preceding but not immediately preceding reference.

- s. sic for 'thus'; used to call attention to the fact that an error in spelling, grammar or fact is in the original; enclosed by square brackets [] and placed immediately after the work or phrase in question.
- t. v. for 'versus'; against.
- u. vid or vide: 'see'
- v. p., pp. for page, e.g. p. 40--- pages, pp. 71-72.
- w. Cd (s) for Column (s) e.g. see cols. 1-3.
