Guidelines for Synopsis

The following structured format should be used for the preparation of the synopsis.

Title:

It Should be precise, comprehensive, and representative of the study.

1. **Introduction**: It should include the following headings:

   A: **Brief Review**: Give a brief overview of the subject matter on which research is being conducted along with appropriate scientific background.

   B: **Previous related studies:** Mention this study has been conducted elsewhere outside/inside Pakistan. And why this research is being repeated now?
   The brief review should lead to the rationale of the study.
   C: **Rationale of the study**: Why the research is being conducted?

2. **Objective(s) of the study:** These should be relevant feasible and logical. A well-written objective should be SMART, i.e **Specific, Measurable, Attainable, Realistic, & Time-bound**
3. **Hypothesis:** A hypothesis is a specific statement of prediction. It should specify variables between which the relationship is to be established. It should not be formulated in the form of a question.
4. **Operational Definitions**: It is the definition of variables of interest in a particular study.
5. **Methodology:** Must include the following:
   a. **Study design:** e.g.
      Randomized controlled Trial
      Non- Randomized Trial
      Case-control
      Cross-sectional Comparative/Descriptive
      Cohort study

   Randomization: In the case of a randomized controlled trial, explain How randomization into groups will be done. Explain how the blinding process will be done during the trial.

   b. Study setting: Where is the study being conducted? (Both sampling & research/bench work)

   c. Study duration: For how long the study will be conducted?

   d. Study population: Who are the study participants? Provide…… Inclusion criteria

   Exclusion criteria

e. Informed written or verbal consent: will be taken from all participants

f.Sample Size: How the sample size was calculated.

Indicate which formula for sample size calculation was used and the values put in it to calculate the given sample size.

Mention the name of the online calculator if used for sample size calculation along with the power of the study, confidence interval, and anticipated frequency.

g. Sampling Technique:

- clarify whether probability (simple random, systematic, stratified, or cluster) or non-probability sampling (convenience, quota, judgment, snowball) techniques will be used.

h. Data collection procedure. How the data will be collected?

- Technique: interviewing / Observation / Interaction/ Experiments/ Clinical trials/ Lab work
- Data collection tools: Performa / Questionnaire.

i.Statistical analysis:

- Give an outline of the plan of analysis along with the statistical software on which it will be performed.
- How the variables in the study will be measured?
- Give an outline of the statistical tests that will be conducted; for example, student t-test, chi-square test, odds ratio, correlation analysis, simple/multiple regression analysis etc.

6. **Ethical consideration:** Informed consent form that will be used for the consent of participating individuals should be properly detailed, informative and explanatory. It should be both in English and Urdu and should address the following ethical issues:

- Give brief detail of your study for the participant's knowledge
- How will the confidentiality and privacy of participants be ensured?
- If it is a randomized control trial/experimental trial then mention that Is the treatment/procedure being given in the trial justifiable? What are its harm and benefits to the patient?
- All tests to be done for research purposes are ethical, with no undue harm or risk for the subjects.
- Will there be any cost to be paid by the subject for any medication, test or investigation done during the study?

- Highlight the risks involved in research. Nature and degree of risks and their adverse effects (if any?). if yes then how these will be managed and who will bear the cost?
- State monetary benefit (if any) to the participant (for medication, test or investigationdone)

7. **Expected outcome/impact of study**: How the study will be beneficial for society
8. **Collaborating laboratory/Department:** if there is any lab or department with which collaboration has been done for sample collection, analysis, writing, or any other task
9. **Conflict of interest:** The authors should declare if they have any known financial or personal interests or beliefs that could have appeared to affect the originality, validity, or authenticity of the work reported in this paper.
10. **Estimated Budget:** if any
11. **Funding source:** Institution/HEC/Sponsorship
12. **Total number and duration of references:** Preferably >80% should be within 5 years
13. **List of References:** References should follow the w Vancouver style, which can be downloaded from: http://library.vcc.ca/downloads/VCC_VancouverStyleGuide.pdf
14. **Annexure:**

- Annexure should be placed after the references in the synopsis document. In the annexure of the synopsis, provide the following:
- Annexure A: proforma/the Data collection form/the questionnaire
- Annexure B: Sample of Informed consent form in English and Urdu.

15. **Formatting Requirements:**

- The synopsis should be typed with 1.5 space on A-4 paper and a one-inch (2.5 cm) margin on both sides.
- Title: the font size should be 16", in Times New Roman, Running sentence
- Manuscript: The font size should be 12", in Times New Roman
- The main headings should be in Capital bold and 14" size
- The sub-heading should be bold and 12" size

The researcher will have to submit 01 soft copy to the Research cell HITEC-IMS at:

email address: researchcell@hitec-ims.edu.pk

CHECKLIST FOR RESEARCHER

1. Name(s) of the researcher(s)
2. Name(s) of supervisor/co-supervisor

3. Department
4. Title
5. Introduction
6. Objective(s) of the study
7. Hypothesis (if any)
8. Inclusion and exclusion criteria
9. Type of study
10. Material(s) and Methods
11. Statistical analysis tools
12. Financial estimate and source(s)
13. Ethical consideration
14. Conflict of interest
15. References
16. Annexures
17. Consent forms (English & Urdu)
18. Questionnaire/Performa.