# MAHARSHI SANDIPANI RASHTRIYA VEDA VIDYA PRATISHTHAN, UJJAIN- 456006

**(Ministry of Education, Govt. of India)**
**Vedavidya, Chintaman Ganesh, P.O. Jawasiya, Ujjain-456006 (M.P.)**

# VEDA RESEARCH CENTRE

The type written articles/papers should be submitted on A-4 size paper (typed on one side) Addressed to: *Veda research centre, Maharshi Sandipani Rashtriya vedavidya pratishthan, Vedavidya, Chintaman Ganesh, P.O. Jawasiya, Ujjain-456006 (M.P.).* The article should be sent through e-mail preferably MS word format with PDF copy also should be sent at: *smsrvvp.2021@gmail.com*.

# Format for Submission of the Research papers:

1. **Title page**

   The title page of Research papers should contain the following information:
   - ➢ **Title of the Research paper**
   - ➢ **Author's name**
   - ➢ **Name of the institution to which the author is affiliated**
   - ➢ **Header at the top of the page with the paper title (in capital letters) and the page number (If the title is lengthy, a shortened form may be used in the header.)**

2. **Abstract**

   A Research paper provides an abstract or a summary of the findings. An abstract is not needed in every Research paper but must be provided in papers that include a hypothesis. A good abstract is concise—about 150 to 250 words—and is written in an objective, impersonal style. Writer's voice will not be as apparent here as in the body of the paper. When writing the abstract, a just-the-facts approach is to be adopted and the research topic and the findings are to be summarized in a few sentences.

## 3. Introduction

The introduction to a research paper is where one should set up the topic and approach for the reader. It has several key goals:

➢ Present the topic in a way that gets the reader interested
➢ Provide background or summarize existing research
➢ Position one's own approach
➢ Detail one's specific research problem
➢ Give an overview of the paper's structure

The introduction looks slightly different depending on whether the paper presents the results of original empirical research or constructs an argument by engaging with a variety of sources. **The five steps in this article will help in putting together an effective introduction for either type of research paper.**

### 3.1. Introduce your Research topic

The first job of the introduction is to tell the reader what the topic is and why it's interesting or important. This is generally accomplished with a strong opening hook.

The hook is a striking opening sentence that clearly conveys the relevance of the topic. Think of an interesting fact or data, a strong statement, a question, or a brief anecdote that will get the reader wondering about the topic.

### 3.2. Describe the background

This part of the introduction differs depending on what approach the paper is taking. In a predominantly argumentative paper, some general background is to be explored. In a predominantly empirical paper, this is the place to review previous researches and establish how the present one fits in.

#### 3.2.1. Argumentative research paper: Background information

Having caught the reader's attention, specify a bit more, providing context and narrowing down the topic. Provide only the most relevant background information. The introduction is not the place to get too deep. If more background is essential to the paper, it can appear in the body.

### 3.2.2. Empirical paper: Describing previous research

For a paper describing original research, provide an overview of the most relevant research(es) that has already been conducted. This is a sort of miniature literature review— putting in a few sentences the sketch of the current state of research in the area of the present topic.

This should be informed through genuine engagement with the literature. Search can be less extensive than in a full literature review, but a clear sense of the relevant research is crucial to inform about the present work. Begin by establishing the kinds of researches that have been done, and end with limitations or gaps therein that you intend to respond to.

## 3.3. Research problem

The next step is to explain how your own research can make a rational presentation and what problems it solves.

### 3.3.1. Argumentative paper: Emphasize importance

In an argumentative research paper, simply state the problem to be discussed, and what is original or important about the present argument.

### 3.3.2. Empirical paper: Relate to the literature

In an empirical research paper, try to lead into the problem on the basis of discussion of the literature. Think in terms of these questions:

➢ What research gaps the present work intends to fill.
➢ What limitations in previous works it addresses.
➢ What contribution to knowledge it makes.

## 3.4. Specify the objective(s)

Now get into the specifics of what is intended to be found out or expressed in the research paper. The way to frame this varies. An argumentative paper presents a thesis statement, while an empirical paper generally poses a research question (sometimes with a hypothesis as to the answer).

### 3.4.1. Research question and hypothesis

The research question is the question one wants to answer in an empirical research paper. Present the research question clearly and directly, with a minimum of discussion at this point. The rest of the paper will take up this question for discussing and investigating; here it just needs to be mentioned.

If the research involved testing hypotheses, these should be stated along with the research question. They are usually presented in the past tense, since the hypotheses would have already been tested by the time the paper is written.

### 3.5. Map out the paper

The final part of the introduction is often dedicated to a brief overview of the rest of the paper. In a paper structured in the standard - "Introduction, Methods, Results and Discussion" - format, this isn't always necessary. But if the paper is structured in a less predictable way, it's important to describe the shape of it for the reader.

## 4. Text formatting:

Always choose an easily readable typeface (Arial Unicode MS & Times New Roman) in which the regular type style contrasts clearly with the italics and set it to a standard size (14 & 12 Points). Do not justify the lines of the text at the right margin; turn off the word processor's automatic hyphenation feature. Set the word processor to double–space the entire research paper, including quotations, notes and the list of works cited. Leave one space after a period or other concluding punctuation mark, unless the instructor prefers two spaces.

## 5. Corrections & Insertions

Proofread and correct the research paper carefully before submitting it. If a mistake is found in the final copy, reopen the word processing file, make the appropriate revisions and reprint the corrected page or pages. Be sure to save the changed file. Some writers find such software as spelling checkers and usage checkers helpful when used with caution. If the instructor permits corrections on the printout, then write neatly and legibly in ink directly above the lines involved, using carets to indicate where they go. Use the margins or write a change below the line it affects. If corrections on any page are numerous or substantial, revise the file and reprint the page.

## 6. Use of the Languages

Any of the three languages, namely, Sanskrit, Hindi and English can be used in writing the research paper.

**Define a Topic**

How to choose which topic to review? There are so many issues in contemporary fields that one could spend a lifetime in attending conferences and reading the literature just pondering over what to review. On the one hand, if too much time is taken to choose, several other people may have the same idea in the meantime. On the other hand, only a well-considered topic is likely to lead to a brilliant literature review. The topic must at least be:

➢ **Interesting to the researcher (ideally, one should have come across a series of recent papers related to the line of work that calls for a critical summary)**
➢ **An important aspect of the related field (so that many readers will be interested in the review and there will be enough material to write it)**
➢ **A well-defined issue (otherwise one could potentially include thousands of publications, which would make the review unhelpful).**

Ideas for potential reviews may come not only from papers providing lists of key research questions to be answered, but also from serendipitous moments during desultory reading and discussions. In addition to choosing a topic, one should also select a target audience. In many cases, the topic will automatically define an audience, but that same topic may also be of interest to neighboring fields.

## 7. Using Footnotes and Endnotes

Footnotes and endnotes are helpful to use in a variety of circumstances. Here are a few scenarios when it may seem appropriate to use this type of referencing:

➢ **When one is referring to a number of sources, by various authors, in a section of the paper. In this situation, it is a good idea to use a footnote or endnote to share information for parenthetical references. This will encourage the reader to stay focused on the text of the research paper, instead of having to read through all of the reference information.**
➢ When one is sharing additional information that doesn't quite fit into the scope of the paper, but is beneficial for the reader. These type of footnotes and endnotes are helpful when explaining translations, adding background information, or sharing counter examples to research.

## 8. Font and Font Size

It is important for the reader to be able to distinguish the difference between italicized and regular font, so if a font style different than **Sanskrit & Hindi Languages is chosen, use Arial Unicode Ms** & for **English language use Only Times New Roman**. Make sure the difference between the two styles is evident.

**Arial Unicode Ms Use of a 14-point font size** and **Times New Roman use of a 12-point font size** is recommended as this is the default size for many word processing programs.

## 9. Use Margins

**Use one-inch margins around the entire page. The running head should be the only item seen in the one inch margin (see below for more on running heads).** Most word processing programs automatically default to using one inch margins. Check the page settings section of the program to locate the margin size.

## 10. Conclusion

Wrap up what is being discussed in the paper. After moving from general to specific information in the introduction and body paragraphs, conclusion should begin by pulling back into more general information that restates the main points of the argument. Conclusions may also call for action or overview future possible research. The following outline may help in concluding the paper:
In a general way -

- **Restate your topic and why it is important,**
- **Restate your Paper /claim,**
- **Address opposing viewpoints and explain why readers should align with your position,**
- **Call for action or overview future research possibilities.**

## 11. Bibliography

A bibliography, by definition, is a detailed listing of the books, journals, magazines, or online sources that an author has used in researching and writing his work. It is important to note that a complete list of every source used during the research phase is referenced. More specifically, a bibliography must include:

### 11.1. Primary Source

- The First Book Name as a Italic Style & followed by a period and two spaces
- Name of the editor, translator or compiler followed by a comma.
- Number of Volume used by a period.
- Place of Publication followed by a colon.
- Name of the Publisher followed by a comma.
- Year of Publication followed by a period.

**Example:** *Rigveda*.  Ed. Ramagovinda Sastri, Vol. 1, Vanarasi: Chukhamba Vidyabhavan, 2007.

## 11.2. Secondary Source & Modern Source

- The name of the author, or authors ( Last name first) followed by a period and two spaces)
- The full title of the source material (source always in Italics) and two Spaces.
- Name of the editor, translator or compiler followed by a comma
- Volume number used by a period.
- Place of Publication followed by a colon.
- Name of the Publisher followed by a comma.
- Year of Publication followed by a period.

**Example:** उपाध्याय, वलदेव. *संस्कृत वाङ्मय का बृहद् इतिहास*,  भाग.1, लखनऊ : उत्तरप्रदेश संस्कृत संस्थान, 1993.

## 11.3. Journal

- The name of the author or authors ( Last name first) followed by a period and two spaces)
- Title of the article, enclosed within quotation marks followed by a period and two Spaces.
- Italic style of title of the Journal or Magazine.
- Volume number
- The date of publication, enclosed within parentheses, followed by a colon.
- The inclusive pagination of the full article, followed by a period.

## 11.4. Document This Info for Printed Sources

- The complete name of the author
- The title of the publication (and also the article title if it is a magazine or encyclopedia)
- The date of publication
- The name of the publisher
- The volume and page numbers

## 11.5. Document This Info for Web Sites

- The name of the author
- The name of the editor
- The name of the company which posted the website
- The URL or web address

**Sending Address of the Research Paper: you send research paper word & Pdf file.**

# Sample of the Research paper:

To make your work easier, you can use this format and add the details of your own research paper structure. Note that this format may need to be changed depending on the type of research and the writing style requested. The following is an example of a research paper outline:

## (Title of the Research Paper)

<div align="right">Name of the Author</div>

**1. Abstract: A good abstract is concise- about 150 to 250 words**

**2. Introduction (2-3 Paragraphs)**
- A. Story, quite, Question, Something of interest
- B. Statement of the problem (Your 'Why' question)
- **C.** History of Problem

**3. Body Section One (4-6 Paragraphs)**
- A. Extent of the problem
  1. What has happened?
  2. Why should we be concerned?
- B. Who is affected/how are they affected
  1. Examples
  2. Stories
  3. Fact

**3. Body Section two (3-4 Paragraphs)**
- A. Cause/Effect: Because of this problem, this has happened……
- B. Repercussions of the problem: If we don't solve, this will happen….

**4. Body Section three (1-3 Paragraphs)**

A. Possible solutions
      1. What will work?
      2. What will not work?
      3. Possible oppositions

**5. Conclusion**

What work has been done?

What have you got?

Which place has been filled in Sanskrit literature due to research paper?

<div align="right">

**Designation & Name of the Institute**
**Email Id & Contact No.**

</div>

**6. Bibliography**
    **a. Primary Source**

      **Example:** *Rigveda*. Ed. Ramagovinda Sastri, Vol. 1, Vanarasi : Chukhamba Vidyabhavan, 2007.

    **b. Secondary Source & Modern Source**

      **Example:** उपाध्याय, वलदेव. *संस्कृत वाङ्मय का बृहद् इतिहास*, भाग.1, लखनऊ : उत्तरप्रदेश संस्कृत संस्थान, 1993।