

## SYNOPSIS GUIDELINES

Before starting to work on Thesis, the student has to prepare a Synopsis for approval from:

- Internal Scientific Committee of the institution/department
- Scientific Committee comprising of Internal and External Public Health Experts
- Institutional Review Board for ethical review
- Advanced Studies and Research Board (ASRB) for final approval

### **Process**

#### **Step 1**

During the second semester the student will be assigned a supervisor and co-supervisor to develop the synopsis under their supervision. The students will develop the synopsis as per the guidelines given below and present the proposal in front of internal scientific review committee comprising of senior faculty members of the respective department/institution.

#### **Step 2**

After incorporating the feedback provided by internal scientific committee (SC), the student

- Should send the synopsis with related documents (questionnaire, consent form in English and Urdu etc) at [scientific.committee@jsmu.edu.pk](mailto:scientific.committee@jsmu.edu.pk).
- The first page of the synopsis should have: title, candidate's and supervisor's names, email address and contact number.
- Please do not send the IRB form along this synopsis.
- Printed copies of these documents are not needed.
- The student will be invited for presentation to scientific committee within three month of submission.

#### **Step 3**

After the approval from scientific committee student should send

- Application form of IRB along with final copy of the synopsis after SC review with related documents (questionnaire, consent form in English and Urdu, scanned copy of the approval from SC) should be sent to IRB at [irb@jsmu.edu.pk](mailto:irb@jsmu.edu.pk)
- One set of printed copy of all the documents should be submitted to IRB office, JSMU for office record

\*It should be noted that usually IRB meetings held on the last Friday of each month. The documents should be sent at least two weeks before the last Friday of the month

#### **Step 4**

- The revised copy of the synopsis with related documents (questionnaire, consent form in English and Urdu, Scanned copy of SC and IRB approval) will be sent directly to ASRB at [ASRB@jsmu.edu.pk](mailto:ASRB@jsmu.edu.pk) by IRB office.
  - The students of Masters can start data collection after approval from IRB.
  - The students of PhD should start data collection after approval of ASRB
  - The duration between final approval of IRB and thesis submission is at least six months

- The duration between final approval from ASRB and thesis submission should be at least three months.

## **MINIMUM CRITERIA FOR RESEARCH**

The synopsis shall have a clearly defined justification and may comprise of one of the following types of Research:

- Quantitative Research Designs including:
  - Community based Cross Sectional Studies studying frequency/prevalence and related factors of a public health problem
  - community based Knowledge, Attitude and Practice (KAP) studies can be done by postgraduate students but Hospital based KAP studies are not allowed.
  - Observational analytical designs including Case-Control and Cohort studies determining a relationship of any factor/s with a public health problem
  - Experimental designs determining effect of any intervention/s with a public health problem
  - Validation studies establishing the sensitivity/specificity of a test relevant to public health
  - Studies establishing the validity and reliability of public health tools
  - Longitudinal studies studying the survival of any public health problem
  - Ecological Time series studies based on collection of grouped data
- Qualitative Study Designs
  - Exploring in depth any public health issue with any of the five qualitative approaches (Note Qualitative component may also be added to Quantitative part by designing a mixed methods approach)
- Health System Research/Operations Research
  - Evaluation of Health programs/projects/services using standardized tools studying the inputs, processes (quality), outputs and outcomes
  - Policy analysis of any public health issue
  - Health economics research including costing of services or cost effectiveness analysis

## **LENGTH OF SYNOPSIS**

About four A-4 size pages or 1500 words

## **4. Contents**

A synopsis must have the following headings:

**A. TITLE:** Should reflect the objectives of the study

**B. INTRODUCTION (330-500words):** Should contain

- Brief background of the selected topic i-e its magnitude/distribution and determinants
- Previous Research Work on the topic
- Rationale of the study i-e importance of study/its relevance and applicability of results.

**C. OBJECTIVE (S):** The study may have a single primary objective or it may have primary and secondary objectives. The objective should:

- Clearly indicate what the researcher plans to do
- Objective should start with an action verb and be sufficiently specific, measurable, achievable, relevant and time bound (SMART)

**D. OPERATIONAL DEFINITION (Optional)** May be required in some synopses in which measurement of vaguely defined key outcomes or factors require objective interpretation

- Tell how key variables of the study will be measured objectively e.g.:
  - Cutoffs used for Body Mass Index
  - Scores to classify intensity of pain

**.E. HYPOTHESIS (Optional):** A hypothesis is a statement showing expected relation b/w 2 variables. A hypothesis is needed in the following study designs:

- i. All interventional studies
- ii. Cohort
- iii. Case control
- iv. Comparative cross sectional.

**F. MATERIAL AND METHODS:**

**STUDY DESIGN:** Mention the name of the appropriate study design.

**SETTING:** Name and place where the research work is to be conducted.

**DURATION OF STUDY:** How long will the study take with dates?

**SAMPLE SIZE:**

- It should be either calculated statistically or be justified for non-applicability for statistical calculation in case of quantitative studies
- Minimum number of IDI's/FGD's/Observations to be conducted in case of Qualitative studies
- Minimum number of Facilities to be evaluated in case of Health system Research

**SAMPLING TECHNIQUE:** Type of sampling technique employed.

**SAMPLE SELECTION:**

- Inclusion criteria: on what bases will participants be inducted in the study.
- Exclusion criteria: On what bases will patients be excluded from the study.

**DATA COLLECTION PROCEDURE:** A detailed account of how the researcher will perform research:

- Development of data collection tools
- Hiring and training of data collectors

- Piloting
- Data quality monitoring and storage
- Data entry procedure

#### KEY VARIABLES

- Key independent and dependent variables reflecting the objectives of the study should be mentioned
- It includes: Identification of the study variables

#### DATA ANALYSIS PROCEDURE:

For Quantitative data, following points should be clearly defined

- Software to be used
- Major descriptive statistics to be calculated
- Measure of association (if applicable)
- Statistical Tests to be performed and parameters for statistical significance (If applicable)

For Qualitative data, following points should be clearly defined

- Software to be used/Manual analysis
- Transcription, Coding and interpretation process

#### ETHICAL CONSIDERATIONS

Key ethical issues should be clearly addressed

- Informed Consent/Assent
- Permissions from relevant authorities
- Sensitivity to the communities' cultural, traditional and religious practices

#### **G. REFERENCES:**

All references should be in In Vancouver style

#### **H. ANNEXURES**

##### **DATA COLLECTION INSTRUMENT AND INFORMED CONSENT FORM**

The researcher must attach, as an annex the English and translated version in local language understandable to research participants of:

- Questionnaire/Interview Guide/Checklist with the help of which he/she intends to collect data relevant to objective(s) of the study
- Informed Consent Form

##### **PROJECT TIMELINE**

A Gantt Chart with description of activities and related timeline should be attached

##### **BUDGET**

- The budget must be itemized :
  - Personnel costs
  - Supplies
  - Participant Incentive or travel allowance
  - Equipment
  - Local travel (Vehicle rent/field visit )
  - Other specified (Communication/Meetings/Training workshops/Consultancy)
- Each item must be fully justified :
  - Quantity of item required
  - Unit Price of each item
  - Time duration for which each item will be required