# Document History

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| S. No. | Document  Version | Major Changes | Author/s | Creation Date | Review Date | Reviewer/s |
| 1. | 1.0 | Initial Release | Dr. Ali Ahsan  Chairman EM | Jan 3rd, 2014 | Jan 3rd, 2014 | President and BASAR Including (Dr. Ali Sajid, Dr. Nadeem Ehsan, Dr. Nadeem Qureshi, Dr Daniel Pirzada, Dr Memoona R Khan) |
| 2 | 1.0 | Minor changes | Dr. Ali Ahsan  Chairman FMS | // | Apr 6th, 2016 | Catered changes by BASAR held on 31st of March 2016 |

**Note: Delete the contents of this page from your final Thesis.**

{TOPIC}

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**Supervisor**

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**Depart of Business & Engineering Management**

**Centre for Advanced Studies in Engineering**

**University of Engineering and Technology, Taxila**

**June 2019**

[topic}



A report submitted in partial fulfillment of the requirements for the M.Sc. Thesis

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**Depart of Business & Engineering Management**

**Centre for Advanced Studies in Engineering**

**University of Engineering and Technology, Taxila**

**June 2019**

# DECLARATION

The substance of this thesis is the original work of the author and due references and acknowledgements have been made, where necessary, to the work of others. No part of this thesis has been already accepted for any degree, and it is not being currently submitted in candidature of any degree.

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Name?

Thesis Supervisor

# DEDICATION

???????

# ACKNOWLEDGEMENT

???????

# ABSTRACT

???????

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# LIST OF ILLUSTRATIONS

Figure 4.1 ?????

# LIST OF ABBREVIATIONS&ACRONYMS

BSC Banking Services Corporation

BoD Board of Directors

CEO Chief Executive Officer

# THESIS KEYWORDS

1. Organizational Change Management
2. ????

# LIST OF USEFUL WEBSITES

[http://www.bmgi.com](http://www.bmgi.com/)

?????

# BACKGROUND

Shortly explain the foreword

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# CHAPTER ONE: INTRODUCTION

## Purpose

???

## Scope of Work

????

## Research Title

*State topic*

## Significance of the Study

???

## The Major Research Questions of the Study

### Research Question 1

Explain the rational of the research question:

* 1. *????????*

*State sub research questions (if any)?*

*Solution Methodology:* how will you answer this research question generally?

### Research Question 2

Explain the rational of the research question:

* 1. *????????*

*State sub research questions (if any)?*

*Solution Methodology:* how will you answer this research question generally?

### Research Question 3

Explain the rational of the research question:

* 1. *????????*

*State sub research questions (if any)?*

*Solution Methodology:* how will you answer this research question generally?

### Research Question n

Explain the rational of the research question:

*Q.n ????????*

*State sub research questions (if any)?*

*Solution Methodology:* how will you answer this research question generally?

### Classification

The study in hand can be classified into a couple of research areas i.e. empirical, exploratory, observational, investigative, longitudinal (Case Study), applied, deductive and action research.

This sentence in green is an example. Note that you need to classify your study after discussion with your supervisor and after consulting various books on research methods.

### Limitations of the Study

* ????

## Hypothesis (if any)

## Theoretical Framework

# CHAPTER TWO: LITERATURE REVIEW

## Preface

## Venn Diagram

## Introduction

Briefly explain Venn diagram. See web and check how Venn Diagrams can be used for literature review. Extract headings of literature review from Venn Diagram.

## Heading 1

## Heading 2

## Heading n

Notes:

1. Please note that do not write tons and tons of summary of articles and material.
2. If there is something that you think should be explained and summarized than that can be part of your thesis ANNEX.
3. Use web and see how literature review is done.
4. Precisely focusing on your topic; explain what similar or close by work (existing literature) has been done that is relevant to your topic.
   1. Provide short summary of what the work is?
   2. Explain how the work is relevant to your research?
   3. What are problem(s) in this work? What are the good aspects?
   4. How is your work novel with respect to this work?
5. Include footnotes as many as possible.
6. Refer only high class literature.

# CHAPTER THREE: RESEARCH METHODOLOGY

## Preface

## Research Methodology

??????<<<<<<<<<<<<<<<<<<<<<<PROVIDE DETAILS HERE

### Research Process

Figure 1.0 elaborates the research process of the study.



Figure 1.0 Research Process of the Study

### Sources of Primary Data

?????

### Data Collection Method(s)

Consult chapter 7,8 of Hussey. Also in library.

### Data Analysis Method(s)

Consult chapter 7,8 of Hussey. Also in library.

# CHAPTERFOUR: Analysis and Discussion

Please note that Chapter 3 and further few chapters could be as per the requirement of your supervisor. The chapter headings should then be different but generally all these chapters should explain the thesis analysis and discussion to the reader.

## Introduction

Explain how sections are arranged!

## Heading 1

### Heading 1.1

## Heading 3

## Heading n

Table 3‑1A Table Sample

|  |  |  |
| --- | --- | --- |
| **International Research Suggestions** | **Local Experts** | **Selected Change Management Interventions** |
| * Clear Governance * Successful Team Design * Passionate Champions * Powerful Conversations * Challenging the Cultural Sacred Cows * Measuring Organizational Distractions * Leadership Signals * Allow Individual Development * Credibility Signs * Measure Results * Shared Vision * Accountability * Stakeholder Involvement * Tools & Skills * Enabling Behaviour * Measures & Processes * Active and Committed Leadership | * Clear Planning * Stakeholder Management * Introduce Performance Management System * Handle the Resistance * Central Paradigm of Change * Evaluation of Results * Sustainable Change * Good Communication * Change Management Team Design * Organizational Culture * Quick Wins * Closing of Intervention * Sustainability of Change | * Planned Changes * Training and Development * Rewards and Incentives * Introduce Tools and Technologies * Introduce Quality Awareness * Senior Management Development * Vision, Mission and Strategy * Motivated Team * Performance Management System * Communication * Defined Roles and Responsibilities * Delegation of Powers * Monitoring * IT Aid * Work Environment |

# CHAPTER ‘N’: Analysis and Discussion (if required)

## Introduction

Explain how sections are arranged!

## Heading 1

### Heading 1.1

## Heading 3

## Heading n

Figure 4.1 Sample of A Figure

# CHAPTER ‘N+1’:Findings,Conclusions and Recommendations

## Findings

## Conclusions

## Recommendations

## Future Work

# END NOTES

Note 1: Use the reference format uploaded on the CASE website!

Note 2: Should be time ordered!

Note 3: All references must be numbered such as:

# BIBLIOGRAPHY

Should be time ordered!

List the articles that are not referenced in the text but have been seen/ consulted by you.

Cordeiro-Nilsson, C. M.,*Using Tacit Knowledge in Organizational Change: A Case Study of the Swedish Model of Management in Singapore,* IEEE, 2010.

Fernandez, S., Rainey, H. G .,*Managing Successful Organizational Change in the Public Sector,* Public Administration Review, 2006.

Hannum, M., *Ten Critical Factors for a Successful Change Initiative,* Linkage*,* 2008*.*

Harris, L. C., Metallinos, G., *The fact and fantasy of organizational culture management: a case study of Greek food retailing*, Journal of Retailing and Consumer Services, 9, 201–213, 2002.

Kawalek, J. P., *Organisational change through management development: A case study of GW Power Utilities,* International Journal of Information Management, 26, 339-348, 2006.

Liu, X., Bouguettaya, A., *Managing Top-down Changes in Service-Oriented Enterprises,* IEEE, 2007.

# APPENDIX-A: ?????

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General notes:

1. Insert footnotes wherever you would like to explain something to the reader immediately. Insert footnotes and end notes references using the MS Word facility.
2. Do not introduce lines before or after the heading.
3. Do not have blank lines in between text except paragraphs in continuity.
4. Be precise no one needs you to write tons of tons of useless text.
5. Do not change the margins of this document.
6. The red text in the document will not part of your thesis.
7. Tables and illustrations that are not yours must not be in the main text. They can be incorporated in the thesis within APPENDIX.
8. Comprehension, Vocabulary and Grammar should be carefully checked.
9. Avoid digits such as 1, 2, 123 in your text.
10. Do not change font size of headings and text as in this document.
11. All text must be justified, including footnotes, endnotes Etc.
12. For footnotes use symbols such as @ # $ \* Etc. Footnotes can be added using MS Word tool.
13. Always explain the figure and tables right after or before their placement in the text.
14. All thesis must be submitted in the department along with plagiarism check from TURNITIN. More than 10% plagiarism is not allowed.