|  |
| --- |
| **PROFORMA FOR SUBMITTING A PUBLICATION TO UNIVERSITY TECHNICAL PUBLICATION AND INFORMATION CELL (TPIC), CCSHAU, HISAR****(NOTE: Please submit a typed proforma)**  |
| **SR. NO.**  | **PARTICULAR** |  | **REMARKS** |
| 1 | Name of Author (s) / Editor (s)/Department/Directorate etc.(along with designation) | 1. |  | Attach a certificate of agreement (Annexure 1) if applicable |
| 2. |  |
| 3. |  |
| 4. |  |
| 2 | Probation cleared by authors or not | SN | Name of author/editor | Probation cleared or not |
| YES | NO |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 3 | Proposed document (book/ booklet/ brochure/ pamphlet/ bulletin/or any other publication | SN | Kind of publication (book/ booklet/ broacher/ pamphlet/ bulletin/or any other publication) | Attach a presentable good quality print of the proposed document |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 | DAC proceedings (tick the box) | Attached |  | Not attached  |  |
| 5 | Justification(whether the document is useful in teaching/research/extension for students/farmers/any other end user; mention the courses if useful in teaching etc.)  |  |
| 6 | Plagiarism Report (attested) with title page | Attached |  |  Not attached |  |
| 7 | Degree of Plagiarism (%) | **Publication 1** | **Publication 2** | **Publication 3** | **Publication 4** |
|  | **Chapter 1** |  % |  % |  % |  % |
|  | **Chapter 2** |  % |  % |  % |  % |
|  | **Chapter 3** |  % |  % |  % |  % |
|  | **Chapter 4….** |  % |  % |  % |  % |
|  | **Complete document** |  % |  % |  % |  % |
| 8 | Whether the books/manuals written by author(s)/editor(s) is related to their/his/her field of specialization or the areas in which they/he/she have/has acquired special skills, experience, qualifications, training etc. over the years. (tick the right box) | YES |  | NO |  |
| 9 | Whether the work to be published is original in nature? (tick the right box) | YES |  | NO |  |
| 10 | Whether any other previous document is pending for publication with the TPIC? (tick the right box) | YES |  | NO |  |
| 11 | If Yes, give its details(status, publication number if allotted etc.) |  |
| 12 | When the last document was published and its UPN |  |
| 13 | The authors/ editors/ directorate/ department etc. hereby assure to supply two copies of the final document after publication to the TPIC for record. |
| 14 | We also agree to abide by all the terms and conditions as posted on the university website (<https://hau.ac.in/page/terms-conditions> ) |
| Note: The ISBN will be obtained by the author(s), editor(s) of the document themselves |
| **Signature of forwarding/senior author/editor etc.** |  |

**CERTIFICATE BY AUTHORS**

It is certified that all the authors/editors of the document entitled, “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” agree with the seniority of authorship in the document (book/manual/bulletin/broacher etc.). The seniority of the authors/editors is as follows:

|  |  |  |
| --- | --- | --- |
| **SN** | **Name** | **Signature** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |