

## HOW TO SUBMIT YOUR THESIS MANUSCRIPT TO PLAGIARISM CHECKING COMMITTEE

**Step 1:** Ensure that you have already registered with Plagiarism Checking Committee by clicking on the link “Upload candidate details” under “Online entry of candidate details, proforma for submission and declaration forms”. If not, then enter your details in the online form that appears when you click on “upload candidate details” and click submit. Or you can also enter the details directly by using the following link:

[https://docs.google.com/forms/d/e/1FAIpQLSd9\\_Y4GBcDwlhJld-6Yie69INwfvT14mBfRfqj18TE3c2\\_WA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSd9_Y4GBcDwlhJld-6Yie69INwfvT14mBfRfqj18TE3c2_WA/viewform?usp=sf_link)

**Step 2:** Download “PCC Manuscript Submission Proforma” from Plagiarism Checking Committee webpage in JIPMER website and use it to prepare your manuscript file which would be suitable for processing by iThenticate Software. **Rename the final file as “<candidate name> <department> manuscript”.** (Eg: *Rajesh pharmacology manuscript*)

**Step 3:** Download “Declaration Form” from Plagiarism Checking Committee webpage in JIPMER website. Enter the details in Declaration Form, take a print out and add signatures where necessary. Scan the completed document and save as PDF file format. **Rename the final file as “<candidate name> <department> declaration form”.** (Eg: *Rajesh pharmacology declaration form*)

**Step 4:** Email the following files to [jipmerpcc@gmail.com](mailto:jipmerpcc@gmail.com) with a brief statement of candidate and submission details.

1. Manuscript file prepared and renamed as per instruction
2. Declaration form scanned copy as pdf format and renamed as per instruction

*For queries contact: Dr. Noyal Mariya Joseph, Member Secretary, Plagiarism Checking Committee.*

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