

**INDIAN INSTITUTE OF LEGAL STUDIES**  
**GUIDELINES FOR ASSIGNMENT SUBMISSIONS 2025**

**INTRODUCTION**

The importance of the assignment is not a new concept. The principle of allocating assignments stems from students' learning process. It helps teachers to evaluate the student's understanding of the subject. Assignments develop different practical skills and increase their knowledge base significantly.

Assignment writing is a process that has multiple benefits for the growth and development of the students and their life ahead. Assignment writing ensures a better individual with proper writing skills, practical skills, time management abilities, coursework learning skills, good research skills, and so on. Here at Indian Institute of Legal Studies we specialize in assignment writing skills for students at all levels and assist them with their all-around academic development with our team of professionals who have a good education and indepth knowledge about this industry and the concerned subject domain.

**GENERAL GUIDELINES FOR ASSIGNMENTS (DOCTRINAL/EMPIRICAL AND MOOTING)**

1. The assignment is to be typed.
2. The assignment should be typed in Times New Roman font (size 12), with line spacing 1.5.
3. The Assignments should also incorporate the Footnotes (Source of Information) and the students are to follow 20<sup>th</sup> Edition Bluebook for the same.
4. The footnotes should be in the Times New Roman font (size 10), with single-spacing.
5. The students are to incorporate bibliography at the end of the assignments without fail.
6. The length of the assignment should be minimum 15- 20 pages excluding bibliography. There is no maximum page limit.
7. All the students are to submit the assignments **individually**, if the topics are **doctrinal/Mooting**. However, the students may be allowed to submit **one assignment on behalf of each group** in case of **Empirical assignments**, subject to the **active participation of each member** in the group.

8. The assignment shall be **typed/handwritten** and submitted in **hard copy consisting the synopsis of maximum 5 pages** in case of **first draft submission**. However, the **final submission** of the assignments shall **be typed and submitted in hard copy** on the date communicated in the due course of time.
9. Additionally, the students are directed to indulge in group discussion, workshop (means an interactive session, often taking a full day or more, in which researchers, students and/or other participants work intensively on an issue or question. The process combines elements of qualitative research, brainstorming and problem solving.
10. Any group member, in case of empirical assignments, is not indulging or contributing in the research assignment is to be reported to the subject teacher. The concerned teacher is to take adequate action to ensure the participation of the member. If the said member is still not cooperating with his/her team then his/her name shall not be mentioned in the final submission of the assignment and it will impact his/her internal evaluation.

### **GUIDELINES FOR SUBMISSION OF FIRST AND SECOND DRAFT**

#### **1. The First draft will include a Synopsis.**

- a. In doctrinal research, the synopsis should include the details provided under point no 6 of guidelines on doctrinal research. (Pg no 4)
- b. In empirical research, the synopsis should include the details provided under point no I to VIII of guidelines for empirical research. (Pg 6 and 7)
- c. In mootng, the synopsis should include the details provided under point no 6,7 and 8 of guidelines for mootng. (Pg no 11)

#### **2. The concerned student must provide all the necessary details including name, roll number, subject, assignment topic and semester in the cover page of the synopsis, second draft and final copy.**

#### **3. The hard copy of First Draft (Written/Typed) will be submitted to the subject teacher concerned.**

#### **4. Dates of Submission.**

- a. First Draft (Synopsis of the assignment) is to be submitted by **6<sup>th</sup> September, 2025.**
  - b. Teachers review and comment by 13th **September, 2025.**
  - c. Second Draft (Synopsis of the assignment) is to be submitted by **15<sup>th</sup> November, 2025.**
  - d. Teachers review and comment by 22nd **November, 2025.**
  - e. The final submission will be done on the day of presentation. The dates for presentation will be notified in due course of time.
5. Time allotted to students for presentation will be 5 minutes and additional 1 minutes, if required. The teacher can further add 2 minutes if he/she finds its necessary.
6. The marks will be allotted on the ground's originality and quality of the paper, presentation, involvement, question answering ability and time management.

## **2. GUIDELINES ON DOCTRINAL LEGAL RESEARCH**

Doctrinal Legal Research is a library-based research and is one of the most common methodology employed by those undertaking research in law. Doctrinal research asks the question, "What is the law" in a particular case. It is concerned with the analysis of the legal doctrine and how it was developed and applied. It is purely theoretical research that consists of either simple research aimed at finding a specific statement of the law, or it is legal analysis with more complex logic and depth. In short, it is library-based research that seeks to find the "one right answer" to certain legal issues or questions. Thus, the aim of Doctrinal Legal Research is to make specific inquiries in order to identify specific pieces of information.

### **Steps of Doctrinal Legal Research**

- 1) Cover Page**
- 2) Acknowledgement**

**3) List of Abbreviations****4) List of Cases****5) Table of Contents****6) Introduction**

The researcher has to state a brief background and introduce the topic in a few paragraphs or pages. The researcher must also place the problem under investigation and place arguments. The information provided in the introduction should not be directly copied from the original source.

The Introduction will also include;

**a. Review of Literature**

The researcher has to review the background material including articles, legislation, cases, reports, books, etc. on the chosen topic. It must highlight the general development in the field, noteworthy contributions in the field as expressed by different authors.

**b. Statement of Problem**

The researcher has to make clear statements/narratives that highlights the problem to be under taken for the purpose of research.

**c. Formulation of Objectives**

The researcher has to state the objectives of the research to be under taken. It will include the key areas to be examined.

**d. Formulation of Hypothesis**

The researcher has to formulate a hypothesis in Doctrinal research to address the prescribed objectives of the study.

**e. Research Questions**

The researcher has to formulate few research questions which are intended to be answered by him/her through research work. It will include the key questions to be examined.

**f. Heading and Sub-heading**

The researcher has to provide tentative headings and sub-headings for the full paper.

## **7. Conceptual Context**

The researcher has to define the concepts, proposition and doctrines necessary for the purpose of the study. The researcher in this section is expected to introduce and conceptualize the “legal issue”. Other chapter after section also needs to be added as per the requirements of the topic assigned.

## **8. Analysis**

The researcher after review and collecting necessary data must analyze the same by applying various tools like case study, case law analysis, analytical induction, comparison, content analysis, etc. to identify certain patterns, adding new data and refining or developing the concept.

## **9. Conclusion and Suggestion**

The researcher has to provide a broad conclusion of the study. Further, also suggest recommendation for the improvement of the situation.

## **10. Bibliography**

It will include books, articles from journal, Chapters from Books, Internet Sources.

## **GUIDELINES FOR EMPIRICAL RESEARCH**

Students are directed to follow the guidelines given below while preparing and submitting the research assignments:

1. The students are to prepare a research synopsis for their assignment. This will present an outline of your whole research as to how they are planning for their research. The format of preparing the research assignment synopsis is given below-

### **Components of a Research Assignment Synopsis**

#### **a. Title/Topic**

The title should accurately reflect the scope and content of the study. In addition, it should be concise, simple and catchy in not more than 20 words. The title should be informative/descriptive yet discrete and contain the keywords of the proposal. Do not use terms like "Research into...", "A Study of..." etc. (This has been already

allotted to the students on group basis)

**b. Background**

This section provides evidence and conditions of the existing situations highlighting the gap(s) to make the reader feel the urgency of the problem, the need to study it in order to solve the problem or contribute to its solution. (About 600 words, Font type: Times New Roman, Font size 12; 1.5 line spacing)

**c. Research Problem/Statement of the Problem**

- i. Presents the reason behind the proposal i.e. what will change when this research is done or what would happen if the research is not done
- ii. Problem is an existing negative state not absence of a solution
- iii. Refers to what has been detected and needs a solution in the practical or theoretical world.
- iv. Should clearly state the nature of the problem and its known or estimated magnitude/extent.
- v. Link the problem to the national development priorities/framework(NDP),the regional(e.g. AU) and the Global Development Agenda(MDGs)
- vi. Should be concise and brief (not more than 1 page).

**d. Objective/Aim /Purpose of the Study**

Refers to the general intention of the research. Should spell put what the research is supposed to accomplish.

**e. Scope of the Study**

The scope provides for the boundary of the research in terms of depth of investigation, content, and sample size, geographical, Time frame and theoretical coverage.

**f. Literature Review**

- i. This section deals with the analysis of existing literature on the subject with the objective of revealing contributions, weaknesses and gaps.

- ii. The Literature Review should be according to the themes of the study and should reflect the objectives, Hypotheses, methods and research questions.
- iii. Citation should be in accordance with approved format.

**g. Hypothesis/Hypotheses /Research Questions**

These are investigative assumptions, which guide the study. In case of hypotheses, they should be testable.

**h. Research Methodology**

This is a detailed description of selected methodology and should be presented in unambiguous terms.

The section comprises:

- (i) Research design-which describes the nature and pattern the research intends to follow e.g. whether it is historical, descriptive survey, doctrinal or non-doctrinal or both and location (optional), etc.
- (ii) Research approaches –Qualitative/quantitative
- (iii) Description of the geographical area and where population of the study exists
- (iv) Description of the population from which samples will be selected.
- (v) Sampling strategies, by which the researcher will select representative elements /subjects from the population.
- (vi) Data collection methods; including instruments and procedures to be used in the research described.
- (vii) Data quality control, which refers to reliability and validity of instruments.
- (viii) Measurements, which refer to the formulae or scales in the study.
- (ix) Data analysis, which involves organisation and interpretation of the data generated.

Follow the following steps in preparing data for analysis:

- (i) Receive the raw data sources
- (ii) Create electronic database from the raw data sources
- (iii) Clean/Edit the data base
- (iv) Correct and clarify the raw data sources
- (v) Finalized at abase
- (vi) Summaries the data
- (vii) Insert charts (bar charts/pie chart/line graph,etc.)for the graphical representation of the data.
- (viii) Write your observation and perspective as to how you analysis the collected data.

#### **i. Headings/Chapters**

This will contain the different headings/chapters under which you are to discuss your topic. e.g. if your topic is Child Labour in India,the chapters will include, Introduction,Concept of Child labour, Child labour scenario in India, Laws relating to child labour in India, etc.

**Note:** The above prescribed format of synopsis will be the first chapter of your assignment named “Introduction”.

### **GUIDELINES FOR MOOTING**

Students are directed to follow the following guidelines for written submission of their memorial. The written submission of a memorial shall contain the following things. The facts have to be arranged in the following manner. They are:

#### **2. Cover page**

The cover page of each written submission of Memorial must have the following information:

- a. The name of the forum before which the proceedings are being conducted;
- b. The name of the case;

- c. The Title of the Memorial (“Memorial submitted on behalf of the Plaintiff or Petitioner or Appellant” or “Memorial submitted on behalf of the Defendant or Respondent or Respondent”).
- d. The cover pages must be Blue for Plaintiff or Petitioner or Appellant and Red for Defendant or Respondent or Respondent.

### **3. Table of contents**

It shall contain a list of chapters that are included in the memorial. You may also mention page numbers of chapters. The argument is the most complex part of the brief. Therefore, the headings and subheadings used within the argument section should also be listed in the Table of Contents with the corresponding page number.

### **4. Index of authorities**

All the materials which support your argument have to be added. The authorities of Supreme Court and High Courts, foreign judgments, statutes, and parliamentary debates are mentioned under the index of authorities. Sources refer through articles, textbooks, journals, and web sites are also mentioned.

### **5. List of abbreviations**

It should contain all the abbreviations used in your memorial. Each abbreviation should contain the full meaning and in the whole memorial the same abbreviation should be followed.

### **6. Statement of jurisdiction**

Jurisdiction is the most important part of memorial. The jurisdiction of the court should be clearly mentioned with the reason. Finding the proper jurisdiction is very important.

### **7. Statement of facts/ Synopsis of facts**

These statements of facts/ synopsis of facts generally convinces the court about your client's

position and its point of view. Hence a brief summary of facts have to be written clearly in the beginning of the memorial but generally it should not be more than two pages.

### **8. Statement of issues**

This is a short introductory statement of the legal issues or points of law involved in the case. It tells the judges precisely what legal issues the speaker wants the court to decide. These statements should be phrased to help one to argue for a particular conclusion rather than simply against the other side. These issues are stated in question form and should be phrased in such a way that it showed on its favour side. These issues are very short and not lengthy so as to make an individual understand the very essence of it. They are not more than one sentence. The sentence should start with 'Whether' and end up with the 'Question mark'.

### **9. Summary of arguments**

This is a brief summary of arguments based on the issues raised. It is a short introduction of issues mentioned in your memorial and each argument should not be more than one paragraph. It only shows what you are arguing for in brief.

### **10. Arguments advanced**

Every part of the argument must be supported by legal authority. Arguments should be well-organized and convincing. Arguments should address legal precedent and policy issues. Each part of the argument first addresses the issues supporting one's own case. Then, address contentions anticipated to be brought up by the opposing party. The argument should be written in forceful, active, positive language. It is best to avoid the passive tense. Headings and subheadings are used to help in clearly organizing the arguments. The same structure of headings and subheadings should be summarized in the Table of Contents. The idea is to do everything in terms of both form and substance.

### **11. Prayer**

It is the relief claimed by the parties which should be clearly mentioned. More than one relief can be claimed in one cause of action. Following the prayer signature of the counsel must be stated. This acts as the ending of the Memorial. This clearly declares what an individual, be it a petitioner or the defendant actually wants from the Court in their favour.