

PROJECT/ DISSERTATION GUIDELINES

For all M.A./ M.Com. MSW 4th Semester

(Except M.A. Odia & M.A. Hindi)



DDCE

Education for All

**DIRECTORATE OF DISTANCE AND CONTINUING
EDUCATION**

UTKAL UNIVERSITY, VANIVIHAR

BHUBANESWAR-751007

www.ddceutkal.ac.in

Instruction for Dissertation

The Report

- i. The project report should be limited to 40-60 pages (Excluding the questionnaires, acknowledgement, Certificate and other documents)
- ii. The front page should contain the Name of the student, Roll number, Address of DDCE, Utkal University and name of the supervisor.
- iii. Copying in any form is not allowed. If duplication is found in two reports, both reports will be awarded zero for malpractice.
- iv. In case of Survey Based research, a questionnaire should be developed by the student. The student is required to annex one questionnaire cum response sheet in the report. Responses from at least 30-50 respondents must be collected by the students.
- v. Field work should be carried out under the supervision of a guide. Following may act as the supervisor. College/ University teachers drawn from any Social Science subject such as Social Work, Sociology, Economics, Political Science, Public Administration, Education, Psychology, Management, Anthropology, Women Studies. Short bio data of the guide shall be included in the report. **No remuneration shall be paid by DDCE for guidance to the concerned supervisor.**
- vi. Students have to submit two copies of the report to DDCE at the time of examination.
- vii. Specimen Copy of Project Report format is enclosed.

(Cover page)

Title of the project

A project report submitted to DDCE, Utkal University, in partial fulfillment for the award of degree in _____(year)

Submitted by

Name

Enrollment no.

Under the guidance of

(Name and Designation of the Guide)



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CERTIFICATE

This is to certify that “Title of *the* project” submitted by (Name/Course/Enrolment No.) has been prepared under my guidance and supervision.

This project is a bonafide work done by _____ and submitted to Directorate of Distance and Continuing Education, Utkal University, Vani vihar in partial fulfillment for the award of _____ degree.

Signature of the guide

Name & Designation

DECLARATION

I hereby declare that this project report titled,

“ _____ ”

is a bona fide work done by me under the guidance of Mr.
/ Mrs. / Dr. _____.

Signature of the candidate

Name-

Enrollment No-

ACKNOWLEDGEMENT

Signature of the Student

CHAPTER –I

Introduction

- I. General introduction about the topic.
- II. Statement of problem
 - a. Justification of the topic
 - b. Usefulness of the topic in present scenario
- III. Objectives

CHAPTER-II

Review of Literature

- i. The nature of the problem and related subjects which throw lights on the topic
- ii. Portrayal of the theoretical background with the help of books, articles, periodicals report etc.
- iii. Identification of Research gaps.

CHAPTER-III

Research Methodology

- i. Hypothesis (if taken)
- ii. Sampling strategy
- iii. Universe
- iv. Tools of data collection

CHAPTER-IV

Analysis and Interpretation

- i. Logical analysis of questions and researcher's interpretation
- ii. Explanation with the help of the tables and statistical calculation
- iii. Figure, graphs, diagrams wherever applicable

CHAPTER-V

Findings and Conclusion

- i. Findings based on the analysis
- ii. Suggestions and recommendations to be included based on the findings.

-Bibliography

Appendix

-Filled up Questionnaire