Part I
A. Review of Literature

Unit 1. Study into development of subject
   I. Scope of subject- divisions and sub-divisions, classification, application areas
   II. Study of landmarks- year and period of contribution, name of contributors and their significant contributions, title and the year and period of publication of the original work
   III. Trend of research- growth of literature on subject, degree of documentary seepage, scattering and application of information on research in the subject and other discipline
   IV. Educational trend- development of education in subject, level of education-undergraduate and research.

Unit 2. Study of sources of information
   I. Documentary sources-study of available documentary resources.
      a. Primary sources-study of outstanding textbook advanced treaties and primary periodical publications
      b. Secondary sources- encyclopaedia dictionaries directories glossaries adhoc bibliographies indexing and abstracting periodicals annual reviews year-books etc.
   II. Institutional sources – study of institutes engaged in subject concerned
      a. Conferences-International and local
      b. Research projects –International and local
   III. Human sources - Study of people engaged in subject theirs specialties and works-international, national and local.
   IV. Study of electronic resources-web resources online databases e- journals, indexing and abstracting services, citation index (web of science) etc.

Unit 3: Writing Proposal and Report
   I. Types of documents
   II. Audience analysis
   III. Document design and information presentation
   IV. Writing skills
   V. Preparation of bibliography and references
B Independent Reading

Unit 1: Independent Reading
I. Selection of topic
II. Collection of literature and assimilation
III. Preparation of commentary
IV. Seminar

C. Computer Literacy

Unit 1: Computer Literacy
I. Using word processor
II. Making presentation
III. Using statistical tools

Part II
Research Methodology

The main aim of this course is to make the students aware of the importance of research. The students will be taught the different methods for conducting research. The students will also be taught to design instruments to collect data with various approaches to analyse data.

Block I: An Overview of research

Unit 1: Origin of research; Administrative Versus Critical Research; Research for different purposes.
Unit 2: Context in Research
Unit 3: Significance of research; the process of theory building
Unit 4: Aspects of Research; and Before Research Begins

Block II: Steps for conducting Research

Unit 1: Title, Introduction, Rationale, Problem, Aim & Objectives
Unit 2: Theoretical/Conceptual/Operational Framework; Hypothesis
Unit 3: Methodology: Design, Universe/Population, Variables, Sample, Instruments, Types of Data, Data Collection, Time Schedule, Budget, Limitations, etc.
Unit 4: Data Analysis Methods, Writing of Report, Summary, Executive Summary, Conclusions & recommendation.

Block III: Contemporary Research Designs

Unit 1: Qualitative, Quantitative, Interpretative, Basic & Applied
Unit 2: Experimental/Naturalistic, Laboratory/Field Research, Cross Section & Longitudinal
Unit 3: Participant Observation; Non-Participant Observation, Overt & Obtrusive
Unit 4: Content Analysis
Block IV: Sampling Methods

Unit 1: Formative, Process & Summative Research: Probability & Non-probability; Sample & Sampling; Pre-test, Pilot-test & Post-test.

Unit 2: Survey Design in Probability Sampling; Simple Random, Systematic Random, Stratified, Multistage Cluster Sampling

Unit 3: Survey Design in Non-probability Sampling: Purposive, Convenience & Quota Sampling; Designing of Instrument; Ethical Issues & Current Problems

Unit 4: Aspects of Media for research

Block V: Qualitative Research Designs

Unit 1: Case studies

Unit 2: Ethnography

Unit 3: Participant Observation and non-participants Observation

Unit 4: Focus Group, Ground Theory Methods, Action Research, Narratology.

Block VI: Subject Specific Research Designs

Each Department will be requested to help the students to have grounding in specific Research Methodologies that are applied/used in respective discipline.

Block VII: Statistical Analysis

Reading List: (additional books will be prescribed by the respective Teachers at a later date)


