

**KUVEMPU UNIVERSTIY
DIRECTORATE OF DISTANCE EDUCATION
SHANKARAGHATTA**

M.A. EDUCATION

ADDITIONAL GUIDENLINES FOR PREPARATION OF PROJECT WORK

The candidate is informed to submit 02 copies of Project / Fieldwork Report to the Director, Directorate of Distance Education on or before **31st May 2011**.

Prepare your Project / Fieldwork Report on scientific basis only. While preparing a copy the Project/Fieldwork Report, you are instructed to follow the procedure given here under.

1. Prepare title page (Cover page) and 1st page with same information as enclosed herewith for your reference.
2. Declaration by the Candidate.
3. Acknowledgements.
4. Contents Page
5. List of tables.
6. List of figures.

CHAPTER – I	:	INTRODUCTION
CHAPTER – II	:	REVIEW OF RELATED LEITERATURE
CHAPTER – III	:	STATEMENT OF PROBLEM
CHAPTER – IV	:	METHODOLOGY
CHAPTER – V	:	RESULTS AND DISCUSSION
CHAPTER – VI	:	SUMMARY AND CONCLUSIONS
REFERENCES		
APPENDICES		

Note:

- Start giving page numbers from Chapter I and continue upto Bibliography. Don't give any page numbers for appendices
- Spiral binding of M.A. Project / Fieldwork Report is not accepted.
- Use 1.5 space for typing
- Use single side typing only
- Use A4 size paper.
- Start with separate page for each chapter.
- Your Project / Fieldwork Report should contain all questionnaires used for your study under appendices.

The Final Report should have the following chapters:

CHAPTER – I: INTRODUCTION

1. Brief introduction about the problem.
2. Conceptual framework of the variables in the problem highlighting; Aims and objectives/Principles/Steps/Background/ Foundations/Goals, whichever is applicable. It should reflect the theoretical base of the theme of the problem.
3. Need & Importance of the problem.
4. Relevance of the problem in present educational system.

CHAPTER – II: REVIEW OF RELATED LEITERATURE

1. Reviews related to variables of the study.

CHAPTER – III: STATEMENT OF PROBLEM

1. Statement of the problem in clear and specific terms.
2. Research objectives.
3. Variables.
4. Hypothesis.
5. Definitions of technical terms.

CHAPTER – IV: METHODOLOGY

1. Method of Research (Example; Survey, Case sturdy, Descriptive method or Experimental method used in the study)
2. Sample (A representative sample used to collect data, an educational Institution or training Centre, students, teacher etc)
3. Tools used for collection of data : Procedures or resources used to collect data or construction of a tool etc or any source used to collect information
4. Collection of Data : Procedure, administration of tools, duration and scoring of tests, etc.
5. Technique of Analysis of data

CHAPTER – V: RESULTS AND DISCUSSION

1. If data is quantitative, then use appropriate statistical analytical techniques.
2. If data is qualitative form then use descriptive analysis.
3. Interpret the findings after analysis and list the major results.

CHAPTER – VI: SUMMARY AND CONCLUSIONS

1. Present a brief summary of the problem and finally draw your own conclusions based on the results.

REFERENCES

Should include list of Books / Research Papers / Articles / Data sources etc. that you have referred.

APPENDICES

Should include tools used for collection of data and the necessary materials/sources for collecting information.
