

CENTRE FOR OPEN AND DISTANCE LEARNING
TEZPUR UNIVERSITY
TEZPUR, NAPAM 784018, ASSAM, INDIA

PROFORMA FOR THE APPROVAL OF PROJECT PROPOSAL

(Note: All entries of the proforma of approval should be filled up with appropriate and complete information. Incomplete proforma of approval in any respect will be summarily rejected.)

Project Proposal No:.....
(for office use only)

Enrolment No.:

Study Centre:

1. Name and Address of the Student

E-mail:

Mobile/Tel No.:.....

2. Title of the Project:

3. Name and Address of the Guide

4. Educational Qualification of the Guide (Attach bio-data also)

Ph.D	M.Tech.	B.E*/B.Tech.	MBA/MCA	M.A/M.Sc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Working / Teaching experience of the Guide*

*(*Note: At any given point of time, a guide should not provide guidance for more than two students of Tezpur University)*

6. Is this your first submission? Yes No

Signature of the Student
Date:

Signature of the Guide
Date:

For Office Use Only

Allotted Internal Supervisor Name:.....

Approved

Not Approved

.....
Signature, Designation of the Project Proposal Evaluator

Date:

Suggestions for reformulating the Project

1. **Proforma for Approval of Project Proposal duly filled and signed by both the student and the Project Guide with date.**
2. **Bio-data of the project guide with her/his signature and date.**
3. **Synopsis of the project proposal (2-3 pages).**
4. **A self-addressed envelope with duly affixed postage stamps (to send it by ordinary post only) on it.**

Note:

- i. At any given point of time, a guide should not provide guidance for more than two(2) students of CODL, Tezpur University*
- ii. Suggestions given for reformulating the project must be incorporated in the final project if project proposal is approved otherwise in the new project proposal.*
- iii. Violation of the project guidelines will lead to the rejection of the project at any stage.*

A. PROJECT FORMULATION

The Project work constitutes a major component in most professional programmes. It needs to be carried out with due care, and should be executed with deep involvement by the students. The project work is not only a partial fulfilment of the programme requirements, but also provides a mechanism to demonstrate your skills, abilities and specialisation. Students are eligible to submit the project proposals after entering into the final year of the semester of the programme.

OBJECTIVES

The objectives of the project is to help the student develop the ability to apply theoretical and practical tools/techniques to solve real life problems related to industry, academic institutions and research laboratories. After the completion of this project work, the student should be able to:

- Complete a problem definition.
- Evaluate a problem definition.
- Determine how to collect information to determine requirements.
- Work on data collection methods for fact finding.
- Schedule projects using both GANTT and PERT charts.
- Documentation requirements
- Be able to prepare and evaluate a final report.
- Develop of the ability to communicate effectively.

B. Type of the Project

The majority of the students are expected to work on a real-life project preferably in some industry/ Research and Development Laboratories/Educational Institution. Students are encouraged to work in the areas closely associated with their programme of study. However, it is **not mandatory** for a student to work on a real-life project. The student can formulate a project problem with the help of her/his Guide and submit the project proposal of the same. **Approval of the project proposal is mandatory.** If approved, the student can commence working on it, and complete it.

C. Eligibility criteria of a Project Guide

1. A person having required qualification and/or sufficient experience in the area of the student wants to undertake the project.
2. Ph.D./ M.Tech./ B.E./B.Tech. /MCA /MBA/ MA/M.Sc

D. Steps involved in the project work

The complete project work should be done by the student only. The role of guide should be about guidance wherever any problem encounters during project. The following are the major steps involved in the project, which may help you to determine the milestones and regulate the scheduling of the project:

- Select a topic and a suitable guide.
- Prepare the project proposal in consultation with the project guide.
- Submit the project proposal along with the necessary documents to the Director of CODL
- Receipt of the project approval from the CODL.
- Carry out the project-work.
- Prepare the project report.
- Submit the project report to the CODL
- Appear for the viva-voce as per the intimation by the CODL.

D. Communication of the approval

Communication regarding the project Approval/Non-approval will be sent to you within four to six weeks after the receipt of the project proposal by the Regional Centre concerned.

E. Resubmission of the project proposal in case of non-approval

In case of non-approval, the suggestions for reformulating the project will be communicated to you. The revised project synopsis along with a new proforma, should be re-submitted along with a copy of the earlier synopsis and non-approval project proposal proforma in the **next slot. The revised project proposal should be sent along with the original copy/ photocopy of the non-approved proforma of the earlier submitted proposal.**

F. Project Proposal Formulation

- **The project proposal should be prepared in consultation with your guide.** The project proposal should clearly state the project objectives and the environment of the proposed project to be undertaken. The project proposal should contain complete details in the following form:
- Proforma for Approval of Project Proposal duly filled and signed by both the student and the Project Guide with date.
- Bio-data of the project guide with her/his signature and date.
- Synopsis of the project proposal (2-3 pages) covering the following aspects:
 - (i) Title of the Project.
 - (ii) Introduction and Objectives of the Project.
 - (iii) Methodology
 - (iv) Project Planning and Scheduling (Gantt chart and PERT chart).
 - (v) Data collection and analysis
 - (vi) Results and Discussions
 - (vii) Conclusions
 - (viii) Future scope and further enhancement of the project.

(ix) Reference

Violation of the project guidelines will lead to the rejection of the project at any stage.

G. ASSESSMENT GUIDELINES FOR PROJECT EVALUATION

Each and every component of the project work and the viva voce carries its own weightage, so the student needs to concentrate on all the sections given in the project report formulation.

Project Evaluation

The Project Report is evaluated for 150 marks and the viva-voce is for 50 marks. Viva-voce is compulsory and forms part of evaluation. A student in order to be declared successful in the project must secure **40% marks in each component (i) Project Evaluation and (ii) Viva-voce**. Pass in both the components is compulsory. If a student submitted the project report as per the schedule and fails to attend viva, her/his Project will remain incomplete and should contact the Regional Centre concerned.

H.TIME SCHEDULE

Submission of the project proposal (along with the field Proforma for the approval of project proposal) : 1st to 15th February 2013

Project approval by CODL : 28th February, 2013

Project report submission : 30th April, 2013

Viva-voca of the project work : 15-20th May, 2013

- For any information about the projects, learners may contact the respective programme coordinators.
- All laboratory practicals should be completed by April 28,2013

Mass com	Mr U Pagu
Sociology	Prof C.K. Sharma
Hindi	Dr. S.K. Tripathi
Env	Dr.Nirmali Gogoi
energy	Mr.S MAHAPATRA

- For computer practical :contact Dr. S. SAHARIA
- For dissertation in DGD please contact Prof C. K. Sharma.

Project for PGDEM

The students are requested to submit the project on any of the following
Television/Radio/New Media.

DEL 205: A. The television project

The students are requested to make a Public Service Message (PSM) or a Feature on any
Of the current issues of politics, cultural or social issues. The project has to be submitted
In the CD form.

Instructions

1. The duration of the Public Service Message (PSM) should be less than 60 Sec.
2. The duration of the Feature should not be more than 5 min.

B. the radio project

The students are requested to make a Public Service Message (PSM) or a Radio Feature
On any Of the current issues of politics, cultural or social relevance. The project has to be submitted
In the CD form.

Instructions

1. The duration of the Public Service Message (PSM) should be less than 60 Sec.
2. The duration of the Feature should not be more than 10min.

C. New Media Project

The students are requested to make a website that consists of a minimum of 6 pages on any area of their
own interest.

Course coordinator

Nagraj. A

Diploma of Governance and Development

DGD 203 PROJECT credit 4

Full marks:100

A student has to prepare (4) reports:

i) An action research project for a funding agency addressing a specific issue (maximum 2,500 words)

Full marks: 30

ii) a research proposal for the dissertation for the diploma programme(maximum 1,500 words)

Full marks: 20

iii) An analysis of a specific state or union government policy (maximum 2,500 works)

Full marks: 30

iv) Develop indicators and the guidelines for evaluating a governmental scheme or programme

(Maximum 1500 words)

Full marks: 20

Supervisors and Evaluators: Chandan kumar sharma, professor,dept. of sociology

E-mail: chandan@tezu.ernet.in

Amiya kumar das ,asstt.professor,dept. of sociology

e-mail: amiyadas@tezu.ernet.in

DGD 204 dissertation on field based study

A student has to undertake a field-based research project.

After completion the field study,s(h)e has to write a dissertation on the basic of the field work

Between(word limits 8,000-10,000)

This dissertation will carry 80 marks and a viva voca examination will carry 20 marks.

For necessary advice contact: Chandan kumar sharma, professor,dept. of sociology

E-mail: chandan@tezu.ernet.in

Amiya kumar das ,asstt.professor,dept. of sociology

e-mail: amiyadas@tezu.ernet.in

MMC 204P

PROJECT I:

This project may be ANY of the following---

i) THREE articles on different topics/issues published in an established newspaper/magazine

Either in English or in any of the recognized Indian languages.(in about 1000-1200 words)

ii) a feature/news capsule prepare for radio/TV which was actually broadcast.

iii) THREE research based articles on any topic relating to Mass Communication which may or
May not have been published.

Students who wish to submit any of the above two option must produce documentary evidence from the editor/concerned authority that the product were actually his or her creation.

The publication or broadcast article must be published or broadcast after the student has been admitted to this programme (MA Mass com.)

