

**PROJECT GUIDELINES**

**2015**

**MASTER IN SOCIAL WORK (MSW) / MASTER IN SOCIOLOGY**

**DIRECTORATE OF DISTANCE AND CONTINUING EDUCATION**

**UTKAL UNIVERSITY, VANIVIHAR**

**BHUBANESWAR-751007**

**[www.ddceutkal.org](http://www.ddceutkal.org)**

## Instruction for Dissertation

### The Report

- i. The project report should be limited to 60-80 double spacing 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. A questionnaire should be developed by the student. The student is required to annex all questionnaires cum response sheet in the report. Response from at least 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.
- vi. Students have to submit two copies of the report.
- 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  
MSW/ MA Sociology \_\_\_\_\_(year)

Submitted by

Name

Roll no.

Enrollment no.

Under the guidance of (Name and Designation of the Guide)

**DIRECTORATE OF DISTANCE AND CONTINUING EDUCATION**

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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 bona fide work done by Mr./ Ms. \_\_\_\_\_ and is submitted to Directorate of Distance and Continuing Education, Utkal University, Vani vihar in partial fulfillment for the award of MSW/ MA Sociology 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**

**Roll no.**

**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 reports etc.

# **CHAPTER-III**

## **Research Methodology**

- i. Hypothesis
- 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.

#### Appendix

-Filled up Questionnaire

-Bibliography