

**Vivekanand College (Autonomous), Kolhapur**  
**Research Promotion Cell 2018-19**  
**(Seed Money for teachers -Minor Research Projects)**  
**Guidelines**

**A. Introduction:**

Promotion of research under **Research Promotion Cell** is one of the major objectives of the Vivekanand College (Autonomous), Kolhapur. Research grant is direct financial support to research projects undertaken by the faculty of the College, provides funding to teachers to conduct research in various fields of Language, Social Science & Science that have theoretical, conceptual, methodological & policy implications. The Research Projects may belong to any of the language, social science disciplines or may be multi-disciplinary in nature.

**B. Category of Research Project:** Minor Research Project

**C. Duration & Value:**

- a) The duration of the Minor Research Project is twelve months (**Starts from 01 December 2018 to 30 November 2019**)
- b) The budget for Minor Project ranges up to Rs. 25000/-

**D. Release of Grant:**

The research scholar has to join the project within one week of the date of the award letter with the following documents:

- a) Project Completion '**Assurance in general**' letter with the signature of Principal
- b) Undertaking required to be signed by the applicant (Annexure II)
- c) The research scholar has to submit **Bank account details** for the first installment.

The **80% amount** will be released as a first installment & final installment of the research grant will be released after the final submission of the minor research project & publication/ acceptance of the research paper.

**E. Completion of The Project:**

On completion of the study, the researcher should submit the following:

- a) Final copy of Minor Research Project
- b) Copies of research papers on the theme of research, published in reputed research journals during the period of study.

(The researcher should publish at least one research paper based on his/her research project, in the reputed journal as per UGC norms of publications)

- c) Both documents should be submitted in hard format (two copies of final report & Two copies of Research paper) & a soft copy (in pen drive).

## **F. Other:**

- a) Along with research report, it is compulsory to researcher to submit resemblance report to **avoid plagiarism**.
- b) Research report will be in **A4 size** page. The text of the report will be in 12 font size, main heading in 16 font size & sub-headings in 14 font size. Times New Roman & Kruti Dev 055 should be the font type. The APA style for Social Science & Science & MLA Style for Languages should be followed for reference citations.

## **G. Research Project Submission Stages:**

Research Scholar should submit their research proposal in Three parts:

- a) **Progress Report 1 : 15 June, 2019**
- b) **Progress Report 2 : 15 October, 2019**
- c) **Final Submission: A detailed Minor Research Project- up to 1 December 2019**
- d) At least one Research Paper of the theme of research.

## **Indicative Guidelines for Preparing a Minor Research Project**

### **1. Title:**

The research project should have a clear, meaningful & concise title reflecting the scope of the investigation.

### **2. Introduction & / or Statement of the Problem:**

The research project should begin by clearly stating the research problem to be investigated in the light of its theoretical &/or empirical context in the relevant area.

### **3. Aims &/or Objectives of the Study:**

The general aim of the study as well as its specific objectives should be clearly stated in the project.

### **4. Conceptual Framework:**

Given the problem & the theoretical perspective for investigation of the problem, the project should clearly bring out the concepts to be used & demonstrate their relevance for the study. Besides, the dimension of empirical reality that needs to be explored for investigating the problem should also be specified.

### **5. Research Question or Hypotheses:**

Given the conceptual framework & the specification of dimension, the specific questions to be answered through the proposed research should be sharply formulated. In the case of an explanatory research design, specification of variables & positing of relationship among them through specific hypotheses must form a part of the research project.

### **6. Review of Literature:**

The project should summarize the current status of research in the area & major findings, including the researcher's own work in the area. Existing empirical findings may also be discussed. The overview should clearly demonstrate the relevance as well as inadequacy of existing findings or approaches & provide a rationale for the proposed study.

### **7. Scope & Methodology:**

The researcher must describe in detail (a) the scope & coverage of her/his study; & (b) approach & methodology with adequate explanation. Importance should be given to bringing out innovativeness in approaches proposed to be followed. The detailing of the methodology may include research design, data to be collected & empirical & analytical methods to be used. The

description of the methodology must be clearly linked to the aims of the research & the research questions/hypotheses of the study.

### **8. Relevance, Anticipated Outcomes & Proposed Outputs from the Research:**

The project should include a statement on the relevance of the study and the anticipated outcomes. It should bring out the significance of the research problem, the contribution which the proposed study is expected to make to theory & to methodology as well as its practical importance to society & policy making. It should also describe the proposed outputs from the study (Books, research papers, occasional papers with themes etc.)

### **9. Chapterisation:**

Details chapterisation should be clearly spelt out in the research project

### **10. Time Frame:**

The research project should include a phased time frame for different components of the study.

### **11. Bibliography:** Bibliography should be prepared in MLA/APA Style.

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**Vivekanand College (Autonomous), Kolhapur**

**Undertaking Required To Be Signed By The Applicant**

I ..... hereby undertake to submit on the completion of the work, a detailed report of the investigation for which the grant has been made to me, a detailed statement of accounts (supported by vouchers, wherever possible) showing how the amount of the grant was actually spent & a paper ready for press, embodying the results of the investigations carried.

1. I further undertake to supplement additional amount of funds from my own resources, if necessary.
2. In the event of my failure to fulfill any of the conditions of this undertaking or such rules governing the award of research grants as laid down by the respective chair of college, I agree to refund whatever amount of the grant received

**Signature**

**(Name in Block Letters)**

**Place:**

**Date:**

**Designation:**