

GUIDELINES FOR THE RESEARCH (FIELD SURVEY) ASSIGNMENTS

Students are directed to follow the guidelines given below while preparing and submitting the research assignments:

1. The students are to prepare a research synopsis for their assignment. This will present an outline of your whole research as to how they are planning for their research. The format of preparing the research assignment synopsis is given below-

Components of a Research Assignment Synopsis

I. Title / Topic

The title should accurately reflect the scope and content of the study. In addition, it should be concise, simple and catchy in not more than 20 words. The title should be informative/descriptive yet discrete and contain the key words of the proposal. Do not use terms like "Research into...", "A Study of..." etc. (This has been already allotted to the students on group basis)

II. Background / Introduction

This section provides evidence and conditions of the existing situations highlighting the gap(s) to make the reader feel the urgency of the problem, the need to study it in order to solve the problem or contribute to its solution. (About 600 words, Font type: Times New Roman, Font size 12; 1.5 line spacing)

III. Research Problem / Statement of the Problem

- i. Presents the reason behind the proposal i.e. what will change when this research is done or what would happen if the research is not done
- ii. Problem is an existing negative state not absence of a solution
- iii. Refers to what has been detected and needs a solution in the practical or theoretical world.
- iv. Should clearly state the nature of the problem and its known or estimated magnitude / extent.
- v. Link the problem to the national development priorities/framework (NDP), the regional (e.g. AU) and the Global Development Agenda (MDGs)
- vi. Should be concise and brief (not more than 1 page)

IV. Objective / Aim / Purpose of the Study

Refers to the general intention of the research. Should spell put what the research is supposed to accomplish.

V. Scope of the Study

The scope provides for the boundary of the research in terms of depth of investigation, content, and sample size, geographical, Time frame and theoretical coverage.

VI. Literature Review

- i. This section deals with the analysis of existing literature on the subject with the objective of revealing contributions, weaknesses and gaps.
- ii. The Literature Review should be according to the themes of the study and should reflect the objectives, Hypotheses, methods and research questions.
- iii. Citation should be in accordance with approved format.

VII. Hypotheses / Research Questions

These are investigative assumptions, which guide the study. In case of hypotheses, they should be testable.

VIII. Research Methodology

This is a detailed description of selected methodology and should be presented in unambiguous terms.

The section comprises:

- (i) Research design - which describes the nature and pattern the research intends to follow e.g. whether it is historical, descriptive survey, doctrinal or non-doctrinal or both and location (optional), etc.
- (ii) Research approaches – Qualitative/quantitative
- (iii) Description of the geographical area and where population of the study exists
- (iv) Description of the population from which samples will be selected.
- (v) Sampling strategies, by which the researcher will select representative elements / subjects from the population.
- (vi) Data collection methods; including instruments and procedures to be used in the research described.
- (vii) Data quality control, which refers to reliability and validity of instruments.
- (viii) Measurements, which refer to the formulae or scales in the study.
- (ix) Data analysis, which involves organisation and interpretation of the data generated.

Follow the following steps in preparing data for analysis:

- (i) Receive the raw data sources
- (ii) Create electronic data base from the raw data sources
- (iii) Clean/Edit the database
- (iv) Correct and clarify the raw data sources
- (v) Finalise database
- (vi) Summaries the data

(vii) Insert charts (bar charts/ pie chart/ line graph, etc.) for the graphical representation of the data.

(viii) Write your observation and perspective as to how you analysis the collected data.

IX. Headings/Chapters

This will contain the different headings/chapters under which you are to discuss your topic. E.g. if your topic is Child Labour in India, the chapters will include, Introduction, Concept of Child labour, Child labour scenario in India, Laws relating to child labour in India, etc.

Note: The above prescribed format of synopsis will be the first chapter of your assignment named “Introduction”.

2. The assignment is to be typed and
3. The students must write their assignment including the empirical/non-doctrinal research by discussing the topic under 5-7 headings.
4. First headings must include the basic overview about the topic including the background, relevant laws and judicial decisions. This part of the study will be based on doctrinal research.
5. The second last heading/chapter of your assignment will focus and deal with the empirical/non-doctrinal/field survey research which will include summary of the data collected, data analysis and discussion. The said chapter will be followed up by the last chapter/ heading named “Conclusion and Suggestions”.
6. The students must add **bibliography & footnotes** in their assignment. Footnotes means a piece of information mentioned at the bottom of the page. It is mainly used to cite or acknowledge the original source from where the information or idea has been taken and placed in the main text. Footnote should also be written in a prescribed format. Bibliography is a list of all works cited in the research assignment and should be written according to the approved format. Bibliography should be mentioned at the end of the assignment after conclusion and suggestion. The approved format for footnote and bibliography is Bluebook 20th Edition.
7. The topics for the research assignment are allotted to the students on group basis and they are to submit one assignment only on behalf of each group. However, is to be positively ensured that all the group members have actively participated in the research work and have contributed equally.
8. Additionally, the students are directed to indulge in **group discussion, workshop** (means an interactive session, often taking a full day or more, in which researchers, students and/or other participants work intensively on an issue or question. The process often combines elements of qualitative research, brainstorming and problem solving).

The output of such discussion must be recorded in writing by each group members and the same should be attached with the final assignment submission.

9. Any group member who is not indulging or contributing in the research assignment is to be reported to the subject teacher. The concerned teacher is to take adequate action to ensure the participation of the member. If the said member is still not cooperating with his/her team then his/her name shall not be mentioned in the final submission of the assignment and it will impact his/her internal evaluation.
10. The length of the assignment should be minimum 20-25 pages excluding bibliography. There is no maximum page limit.
11. The assignment shall be typed and submitted in soft copy in case of rough draft submission and in hard copy while the final submission.
12. The rough draft of the assignment is to be submitted by 17th May, 2022 and the final submission date is 31st May, 2022.