

Guidelines for preparation of Dissertation Work in MA Political Science

4th Semester (Paper-16)

The learner has to prepare and submit a dissertation under the guidance of a professionally qualified supervisor by choosing a problem related to the subject and prepare a research report. The length of the report may be between 60 - 70 pages and should not exceed 70 pages. The basic information regarding the Dissertation are as follows:

1. Full Marks 100

2. Out of 100, 80 Marks are allotted for dissertation and 20 Marks for Viva-Voce.

a) Viva-voce will be based on the work of dissertation. It will also cover questions on research methodology and the recent developments in research studies in the subject.

b) The Viva-voce will be conducted by the university at specified centres.

c) The concerned faculty member of the discipline should supervise the preparation of the dissertation during the semester period.

d) The External Supervisor will conduct the Viva-voce. He or she should be a senior faculty member from any affiliated colleges. The External Supervisor will be appointed by the University.

e) One Supervisor will guide maximum 5 learners at a time.

4. The coordinator with the help of the concerned faculty of the discipline of Political Science should formulate the topic of dissertation from among the list of broad topics and issues mentioned below.

5. Each learner should work on only one topic as assigned by the faculty. No two or more Learners shall take the same topic.

6. The selection of the topics should be confined to the following areas, matters and issues:

a) Relevance of Open and Distance Learning (ODL)

b) Use of ICT in ODL Institutions

c) Relevant Socio-Political Issues

d) Environmental Issues

e) Gender Studies, Women Empowerment

f) Role of Civil Society

g) Culture and Tradition of our Society

h) Peace and Conflict Studies

- i) Challenges of Democracy
- j) Role of Supra-national Organizations

7. The Coordinator of the study centre shall inform the university regarding the title of the topics at the earliest against the name of the learners.

8. The learner will prepare three copies of dissertation– one for the Study Centre, one for the University and one copy for the concerned learner/ candidate. The University copy should be submitted to the university well ahead of time.

9. No candidate will be allowed to appear for the viva-voce if he or she fails to produce the dissertation report to the external examiner. The learner must get his/her copy sealed and signed by the external examiner during the viva.

10. He/ she is required to submit two copies of the report on or before the date of viva-voce to the respective study Centre. If he/she fails to submit it to the study centre prior to the viva-voce, then he/she must submit it to the exam centre on the date of the Viva-Voce in the university or in the respective Examination centre.

11. The respective exam centres must send the University Copy of the dissertation reports along with the soft copy (CD) and the mark foil of the viva-voce to the Controller of Examinations of the University immediately after the viva-voce is over.

12. The dissertation will be evaluated by the University.

13. The Supervisor should follow the model of the certificate which is available in the University website. The logo of the University should never be used.

14. The norms of the plagiarism will be followed strictly as per the UGC Regulations.

Dissertation Guide:

- A faculty in the department of Sociology or Political Science in colleges affiliated to any Indian University, or
- A faculty of the discipline of Political Science from KKHSOU.

The bio-data along with phone number of the dissertation guide is to be attached along with the dissertation report.

Time Period:

The study should be done within the stipulated time period fixed by the University. Dissertation work has to be **started from Third (3rd) Semester** and the final report has to be **submitted within three months of the fourth (4th) semester. The study report should be submitted prior to MA 4th Semester Final Examination.**

External Supervisor:

- a) The External Supervisor will be appointed by the University either from the department of Political Science or Sociology for the Viva-Voce.
- b) He/ She is required to put his/her seal and signature in all the three copies of the dissertation report. The report will not be considered valid until it bears the seal and signature of the external examiner.
- c) He or she must take the viva voce based on the dissertation report and provide the marks of the viva-voce in the mark foil.

Typing Instructions:

- The cover page and certificate page should not have any numbering. Numbering of the pages may start from the next page of the content page.
- The Type Font should be Arial. For general continuous texts, Font Size: 11. The major Section should be typed with Title Case bold letters with Font Size 12.
- The project report should be typed in double line space. It should be printed on one side only and should be spiral bound.

Overall Structure of the Report

First page

DISSERTATION
ON
NAME OF THE TOPIC

Submitted in partial fulfillment of the requirement for the 4th Semester MA in Political
Science

of

KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY

Submitted by-

(Name of the Learner)

Under the Guidance of

(Name of the Supervisor)

Enrollment No & Year:

Second page

Certificate from the Supervisor

This is to certify that the project report entitled..... submitted to KKHSOU in partial fulfillment for the award of MA in Political Science, is an original work carried out by....., bearing Enrollment no..... under the supervision of Mr/Ms/Dr/Prof.....

The matter embodied in this project is a genuine work done by the learner and has not been submitted either to this university or to any other university/institute for the fulfillment of the requirement of any course of study.

Signature of the Supervisor:

Name of the supervisor:

Designation:

Address:

Name and Seal of the Institution with Centre Code:

Third Page

It will include the certificate from the concerned institution with seal where the learner will conduct the study