



Fatima Mata National College

(Autonomous)

Kollam, Kerala, India - 691 001

(Re accredited with 'A' Grade by NAAC)

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Ph.D. Course Work Syllabus

The Ph.D. Programmes in FATIMA are bound to follow the rules and regulations stipulated by the University of Kerala, and they do not under the purview of the autonomus status enjoyed by the Institution.

The Ph.D. Course Work Examination entails 3 papers (The copy of the UO is attached):

Paper I: Research Methodology- The syllabus is prepared and revised by the University of Kerala. A revision came into effect from 2017 January registration onwards (The copy of the UO is attached).

Paper II & III: The syllabus relating to the area of research will be revised every time a student applies for registration, and it is related to his/her area of research. So it is being revised periodically.

All revisions, as suggested by the University, are implemented by the College with immediate effect and without fail.

This justifies the claim made by the College in the SSR in considering our Ph.D.programmes along with the UG (Aided and Self-Financing) and PGprogrammes where syllabus revision was made during the last five years, as it is integral to our academic system.



Principal

UNIVERSITY OF KERALA

(Abstract)

Ph.D. registration – Course work – norms for the conduct of examination –
Approved – Orders issued.

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ACADEMIC E1.A SECTION

No.Ac.E1.A/Ph.D. course work/2010

Dated, Thiruvananthapuram, 22.11.2010.

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Read: 1. U.O. No.Ac.E1.B3/2009 dated 10.07.2009.
2. U.O. of even no. dated 12.10.2010.
3. Minutes of the meeting held on 03.11.2010, to finalise details of Ph.D. course work and conduct of Examination.

ORDER

As per U.O. read (2) above, norms for the conduct of Ph.D. course work examination was approved by the Vice-Chancellor.

The following recommendations were made at the meeting held on 03.11.2010, read as paper (3) above, to finalise the operational aspects of Ph.D. course work and the conduct of the examination, which consist of one paper in Research Methodology and two papers related to the area of Research.

I. Course work Paper I – Research Methodology

The Syllabus for Research Methodology be finalized and the same may be forwarded to all the Heads of Departments/ Research Centres and may also be made available in the University website.

The Question paper setting of Research Methodology, by external Question paper setters, is entrusted with the Controller of Examinations who, alongwith the Evaluation panel shall hand over the same to the Vice-Chairman, CSS, who shall be responsible for the conduct of the examination, valuation and publication of result.

The panel of question paper setters will be provided by the Deans of Faculties and shall include only external Question paper setters.

II. Course work Paper II & III

For course work paper II & III, relating to area of research, the Supervising teacher will prepare two sets of question papers which is to be approved by the Chairman, Doctoral Committee and handed over to the Vice-Chairman, CSS, who shall form a question paper depository.

III. CSS

The Examination for all the three papers of Ph.D. course work will be notified by CSS and will be conducted in the months of July and December.

The applications will be received and processed by CSS. A copy of the Ph.D. Registration orders, attested by the Chairman, Doctoral Committee shall be attached alongwith the application. Copies of all Ph.D. registration order is to be forwarded to Vice-Chairman, CSS by the concerned sections.

IV. Conduct of Ph.D. course work Examination

The Question papers for all the three course work papers will be handed over by the Vice-Chairman, CSS to the concerned Departments and the Examination will be held in the respective Departments where the Doctoral Committee has been conducted. For those Subjects, like Medicine and Engineering, which are not offered in Departments, the examination will be conducted in the Karyavattom Campus under the direct supervision of the Vice-Chairman, CSS.

The answerpapers of Paper I Research Methodology shall be forwarded by the Vice-Chairman, CSS to the Examiners listed in the panel, for evaluation.

The answerpapers of Paper II and III are evaluated by the Supervising guide. The Evaluation will be arranged by the Chairman, Doctoral Committee and the marks will be handed over to Vice-Chairman, CSS who shall be responsible for the publication of result of the three course work papers.

There will be no revaluation for the three coursework papers.

The course work Pass Certificates will be issued by the Vice-Chairman, CSS.

The first Examination of the Ph.D. course work will be held in the first week of February 2011 and subsequently in July and December.

Sanction has been accorded by the Vice-Chancellor to the above recommendations being approved.

Orders are issued accordingly.

Sd/-
PADMINI GOPAL V.
DEPUTY REGISTRAR (Academic III)
for REGISTRAR

To

1. P.S. to V.C/P.V.C.
2. P.A. to Registrar/ F.O.
3. P.A. to C.E.
4. Vice-Chairman, CSS/ Coordinator of Ph.D. course work.
5. Heads of all University Teaching and Research Departments/ Research Centres.
6. Heads of all Recognized Research Institution, Departments of affiliated Colleges.
7. All District Officers/ Taluk Information Centres of the University.
8. PRO/ Reception Office.
9. Enquiry.
10. Registrar Tapal.
11. Stock File/ File Copy/ Office Copy.

Forwarded/By Order,

SECTION OFFICER.

UNIVERSITY OF KERALA

(Abstract)

Ph.D. Registration – Course work – Addition to Clause (II) of the regulations relating to registration –
Sanctioned – Orders issued.

===== **ACADEMIC**

E1.B SECTION

No.Ac.E1.B3/2009

Dated, Thiruvananthapuram, 10.07.2009.

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- Read: 1. Item No.34.39 of the minutes of the meeting of the Syndicate held on 29.04.2009.
2. Item No.43 of the minutes of the Academic Council held on 18.05.2009.

ORDER

The Academic Council held on 18.05.2009 resolved to approve the recommendation of the Syndicate meeting held on 29.04.2009 regarding changes to be made in the regulations for Ph.D. research as detailed below:

1. The Course work of six months duration is introduced for all Ph.D. Programmes. There will be three papers for the course work with one paper on Research Methodology, and the other two papers related to the area of research. Candidates having M.Phil. Degree are exempted from writing the examination on Research Methodology.

The Syllabus for the papers will be framed by the Supervising teacher and approved by the Doctoral Committee. Examinations will be conducted at the end of six months from the date of registration.

Only after passing the examination of the course work, the Ph.D. thesis can be submitted. A maximum of three attempts will be allowed for passing the examination of the course work. Those who do not pass the examination of the course work within two years from date of registration will not be allowed to continue the programme. This is applicable to full-time and part-time researchers.

2. A pre-submission seminar conducted in the Department/ Research Centre is one of the requirements for submission of thesis.
The pre-submission Seminar will be organized in the concerned Department/ Research Centre and will be conducted by a Board consisting of the Doctoral Committee and an external expert from outside the Department/ Research Centre. Recommendations of the Board has to be included in the thesis.
3. One publication in an approved journal and one presentation in a National/ International Seminar is also a pre-requisite for submission of thesis.
4. The above Regulations will applicable to those who register for Ph.D. research from July 2009 onwards.

Orders are issued accordingly.

Sd/-

ELIZABETH P. GREGORY
DEPUTY REGISTRAR (Academic III)
For REGISTRAR

To

1. Heads of all University Teaching and Research Departments.
2. Heads of all Recognized Research Institutions/ Departments of affiliated Colleges.
3. All District Offices/ Taluk Information Centres of the University.
4. PRO/ Reception Officer.
5. Enquiry
6. P.S. to V.C./P.V.C.
7. P.A. to Registrar/F.O.
8. PA. to C.E.
9. Registrar's Tapal Section.
10. Stock file/ File copy/ Office copy.

Forwarded/By Order

SECTION OFFICER

UNIVERSITY OF KERALA

(Abstract)

Ph.D. registration – Course Work – norms for the conduct of examination - approved – Orders issued.

ACADEMIC 'E.I.A' SECTION

No. Ac.E.I.A/Ph.D. Coursework/2010

Dated, Thiruvananthapuram, 12.10.2010.

Read: 1. U.O. No. Ac.E1.B3/2009 dated 10.7.2009.

2. Minutes of the meeting of the Deans/Co-ordinators for assessing Ph.D. Course work norms held on 18.6.2010.

ORDER

As per University Order read as (1) above, Course work of six month duration is introduced for all Ph.D. programmes, with effect from July 2009 session onwards. There will be three papers for the course work with one paper on Research Methodology and the other two papers related to the area of research. Candidates having M.Phil Degree are exempted from writing the examination on Research Methodology.

The following recommendations were made by the Deans/ Co-ordinator for assessing Ph.D. Course work norms at the meeting held on 18.6.2010.

Course Work paper I – Research Methodology

1. At the outset, it was decided that the syllabus for Research Methodology paper has to be common for all the candidates coming under the group of Science and Technology, Social Science and Medicine except under Humanities which is categorized based on the different subjects in Oriental Studies. Arts and Fine Arts.
2. The Co-ordinators of the above groups will be entrusted with framing the syllabi for Research Methodology. In the case of Humanities group the concerned Head of the Departments will be assigned the same.
3. The Question paper setting of Research Methodology alone be entrusted with the Controller of Examinations and be handed over to the Vice-Chairman C.S.S, who shall be responsible for the conduct of the examination valuation and publication of result.
4. Panel of Question paper setters will be provided by the Co-ordinator of Science and Technology, Social Science, Medicine and Humanities.
5. The Centre of Exam for subjects offered by Departments will be the concerned Department and for those subjects which are not offered in Departments, the present system for the conduct of open defence be followed ie either in departments or any research centre allowed by the University in Trivandrum.

Course Work paper II & III relating to area of research

The setting of the Question paper, evaluation and tabulation of marks of subjects offered by Departments be entrusted with the Departmental Doctoral Committee and those not offered by Departments be entrusted with the concerned Doctoral Committee constituted and the the result be handed over to the Vice-Chairman C.S.S.

The centre of exam for subjects offered by Departments will be the concerned Department and for those subjects which are not offered in Departments, the present system for the conduct of open defence be followed ie either in Departments or any research Centre allowed by the University in Trivandrum.

C.S.S.

The Vice-Chairman CSS will be responsible for the conduct of examination and valuation of paper I Research Methodology. The CSS will be entrusted with the work relating to issue of Notification, inviting applications, fee collection, and

Publication of final results of three course work papers and issue of pass certificates/marklists. The Vice-Chairman CSS will coordinate the above work.

A candidate can attempt the course work examinations only after six months from date of registration.

The duration of Examination	-	3 hours
Maximum Marks	-	100
Minimum for a pass	-	50
Valuation fee	-	Rs.50/-per paper subject to Minimum Rs. 100/-
Setters fee	-	Rs.500/- per paper
Examination Registration fee	-	Rs. 1500/- first appearance
Subsequent appearance	-	Rs. 500/- per paper

The Research scholar can appear for the individual papers which they have not cleared.

Part-time/Full-time Research scholars have to clear the Examination within 2 years from date of registration within a maximum of three attempts. Those who have registered in the July 2009 session and January 2010 session have to clear all the three Examinations within December 2011.

The scholars who have registered for Ph.D. in the January session can attempt the course work examination conducted in December and those who have registered in the July session can attempt the course work Examination conducted in June, next year.

The Research Scholars can continue their research programme only on production of their course work pass certificates, to the Ph.D. Section.

Sanction has been accorded by the Vice-Chancellor to the above recommendations made by the Dean/Co-ordinators for assessing Ph.D. Course Work norms, being approved.

Orders are issued accordingly.

Sd/-
PADMINI GOPAL V.
DEPUTY REGISTRAR (Acad. III)
For REGISTRAR

To

1. PS to VC/PVC
2. PA to Registrar/FO
3. PA to CE
4. Vice-Chairman, CSS/Co-ordinator of Ph.D. Course work.
5. Heads of all University Teaching and Research Departments/Research Centres.
6. Heads of all Recognized Research Institutions, Departments of affiliated Colleges.
7. All District Officers/Taluk Information Centres of the University.
8. PRO/Reception Officer
9. Enquiry
10. Registrar Tapal
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Forwarded/By Order,

SECTION OFFICER.

UNIVERSITY OF KERALA

Ph.D. Course Work

Syllabi common to Science, Applied Science and Engineering Faculties

PAPER I – RESEARCH METHODOLOGY

Unit-I - Objectives and types of research: Motivation and objectives – Research methods vs Methodology. Types of research – Descriptive vs. Analytical, Applied vs. Fundamental, Quantitative vs. Qualitative, Conceptual vs. Empirical.

Unit-II - Research Formulation – Defining and formulating the research problem - Selecting the problem - Necessity of defining the problem - Importance of literature review in defining a problem – Literature review – Primary and secondary sources – reviews, treatise, monographs-patents – web as a source – searching the web - Critical literature review – Identifying gap areas from literature review - Development of working hypothesis.

Unit-III - Research design and methods – Research design – Basic Principles- Need of research design — Features of good design – Important concepts relating to research design – Observation and Facts, Laws and Theories, Prediction and explanation, Induction, Deduction, Development of Models. Developing a research plan - Exploration, Description, Diagnosis, Experimentation. Determining experimental and sample designs.

Unit-IV - Data Collection and analysis: Execution of the research - Observation and Collection of data - Methods of data collection – Sampling Methods- Data Processing and Analysis strategies - Data Analysis with Statistical Packages - Hypothesis-testing - Generalization and Interpretation.

Unit-V - Reporting and thesis writing – Structure and components of scientific reports - Types of report – Technical reports and thesis – Significance – Different steps in the preparation – Layout, structure and Language of typical reports – Illustrations and tables - Bibliography, referencing and footnotes - Oral presentation – Planning – Preparation – Practice – Making presentation – Use of visual aids - Importance of effective communication –.

Unit-VI - Application of results and ethics - Environmental impacts - Ethical issues - ethical committees - Commercialisation – Copy right – royalty - Intellectual property rights and patent law – Trade Related aspects of Intellectual Property Rights – Reproduction of published material – Plagiarism - Citation and acknowledgement - Reproducibility and accountability.

REFERENCES

1. Garg, B.L., Karadia, R., Agarwal, F. and Agarwal, U.K., 2002. *An introduction to Research Methodology*, RBSA Publishers.
2. Kothari, C.R., 1990. *Research Methodology: Methods and Techniques*. New Age International. 418p.
3. Sinha, S.C. and Dhiman, A.K., 2002. *Research Methodology*, Ess Ess Publications. 2 volumes.
4. Trochim, W.M.K., 2005. *Research Methods: the concise knowledge base*, Atomic Dog Publishing. 270p.
5. Wadehra, B.L. 2000. *Law relating to patents, trade marks, copyright designs and geographical indications*. Universal Law Publishing.

Additional reading

1. Anthony, M., Graziano, A.M. and Raulin, M.L., 2009. *Research Methods: A Process of Inquiry*, Allyn and Bacon.
2. Carlos, C.M., 2000. *Intellectual property rights, the WTO and developing countries: the TRIPS agreement and policy options*. Zed Books, New York.
3. Coley, S.M. and Scheinberg, C. A., 1990, "*Proposal Writing*", Sage Publications.
4. Day, R.A., 1992. *How to Write and Publish a Scientific Paper*, Cambridge University Press.
5. Fink, A., 2009. *Conducting Research Literature Reviews: From the Internet to Paper*. Sage Publications
6. Leedy, P.D. and Ormrod, J.E., 2004 *Practical Research: Planning and Design*, Prentice Hall.
7. Satarkar, S.V., 2000. *Intellectual property rights and Copy right*. Ess Ess Publications.

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Ph.D. Course Work

Syllabi common to Common to all Social Sciences, Law, Psychology, Management, Commerce, Education, Communication and Journalism

PAPER I – RESEARCH METHODOLOGY

Unit I - Concept of Research

Meaning and importance of Research – Types of Research – Selection and formulation of Research Problem – Research Design

Unit II - Research Methods

- (a) Traditional Methods – Historical, Institutional, Legal, Philosophical, Comparative, Ethical methods etc.
- (b) Modern Methods – Survey of Literature, Sampling method, Questionnaire, Schedule etc, Interview method and Focus Group discussion, Observation Method, Case Study method, Content analysis, Delphi method, Statistical Method, Experimental method, Brainstorming Techniques etc.

Unit III - Data Collection and Data Analysis

I. Types of data

- (a) Primary, Secondary and Tertiary Data.
- (b) Construction and adaptation of instruments, Administration of questions and tests, Tabulation of data.
- (c) Data organization in SPSS and Excel
- (d) Graphical representation of data

II. Analysis of Data

- (a) Discussion and Interpretation of results.
- (b) Testing of Hypothesis: Logical and Statistical Techniques.

Unit IV - Report Writing

- (a) Organization of the Research Report
Preliminaries, Contents of Report, Bibliography, Appendices
- (b) Style Manuals
- (c) Criteria for the evaluation of the Research Report.

References

- Bagchi, Kanak Kanti (2007) **Research Methodology in Social Sciences: A Practical Guide**, Delhi, Abijeet Publications.
- Sharma, B.A.V., et al., (2000) **Research Methods in Social Sciences**, New Delhi, Sterling Publishers.
- B.A.V. Busha, C. H and Harter, S. D (1980) **Research Methods in Librarianship**, New York, Academic Press.
- Cooper, R. Donald and Pamela S. Schindler (2003) **Business Research Methods**, Delhi, Tata McGraw-Hill.
- Flyvbjerg, Bent (2001) **Making Social Science Matter: Why Social Inquiry Fails and How it can Succeed Again**, United Kingdom, Cambridge University Press.
- Ghosh, B.N. (1999) **Scientific Method and Social Research**, New Delhi.
- Gilbert, Nigel (1993) **Researching Social life**, New Delhi, Sage Publication.
- Goodde and Hatte (1952) **Methods in Social Research**, New York, McGraw – Hill.
- Gopal, M.H (1970) **An Introduction to Research Procedures in Social Sciences**, Bombay, Asia Publishing House.
- Henn, Matt; Mark Weinstein and Nick Foard (2006) **A Short Introduction to Social Research**, New Delhi, Vistaar Publications.
- Hunt, Morton (1989) **Profiles of Social Research: The Scientific Study of Human Interactions**, Bombay, Popular Prakashan.
- Kothari, C.R (2004) **Research Methodology: An Introduction**, Delhi, New Age.
- Krishnaswami, K. N., Appa Ayyar Shivakumar and M. Mathiarajan (2008) **Management Research Methodology, Integration of Principles, Methods and Techniques**, New Delhi, Dorling Kindersely (India Pvt. Ltd.) Pearson Education.
- Krishnaswami, O.R (2000) **Research Methodology in Social Sciences**, Delhi, Himalaya Publications.
- Kumar, Renjith (2009) **Research Methodology: A Step by Step Guide for Research**, Delhi, Pearson Education.
- Kumar, Shekaran (2009) **Research Methodology for Business : A Skill Based Approach**, New York, John Wiley Publishers.

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Ph.D. Course Work

Syllabi for Malayalam

PAPER I – RESEARCH METHODOLOGY

- 1. Research :** Definition and Concept - Requirements for Research - Levels of Research - Limitations in Research - Difference between Literary Criticism and Literary Research - Thesis and Dissertation.

- 2. Research Procedure :**
 - a) Selection of Topics** - Types of Source Materials - Collection of Materials - Sampling Procedure - Method of Preparing Notes - Carol System and File System - Method of Observations - References and Quotations - Analysis of Materials - Outlines of Thesis.
 - b) Variants in Methodology :**
 - i** Folkloristics, **ii** Linguistics, **iii** Textual Criticism
 - iv** Interdisciplinary studies

- 3. Structure of Thesis :** Three parts of thesis, Introduction, Body of Thesis and Conclusions - Divisions of Chapters, Sub-headings - Numbering of Paragraphs - Foot notes/End Notes and References - Tables and Illustrations - Language of the Thesis - Objective description / Subjective Description - Appendix, Bibliography - Abbreviation - Lay out of the Thesis.

- 4. Development of Literary Research in Malayalam and its Present Stage:**

The beginning of Research - Contribution of early writers in research – Library history and research – Research in University level – an evaluation.

UNIVERSITY OF KERALA

Ph.D. Course Work **Syllabi - Music**

PAPER I – RESEARCH METHODOLOGY

1. Research - Definition, concept, process of research and types of research
2. Research procedure - Selection of topics, types of source materials, hypothesis, data collection, Cataloging, Principles of Data bases
3. Research methods –
 - (a) Oral, textual, documentary analysis, questionnaire, interviews, historical data collections.
 - (b) Data on traditional singing, Recording & notation of songs of traditional Musicians.
 - (c) Manuscripts – published data of manuscripts from various manuscripts libraries, unpublished manuscripts, Collection from private sources, Electronic resources, Reviews, articles and Journals.
 - (d) Changes in the modern methods of singing from the traditional way of singing and collection of sample data and comparisons, Evaluation of old and new styles.
4. Structure of the thesis- Introduction, body of the thesis and conclusions - preface, Table of contents, acknowledgement, introduction, division of chapters, sub-chapters, footnotes, End-notes, Quotations, references, analytical study, Bibliography, appendix, Thematic indices.
5. Discographies, Year Books, Directories.

Ac.E1.A

SUBJECT : PHILOSOPHY

Syllabus

Paper I Research methodology

Part A

Unit I

Meaning, Objective and Motivation of Research Types & Research design : Descriptive and Diagnostic. Exploratory and experimental Research Methods and Methodology. Nature and Scope of Philosophy and Research.

Unit II

Research Methods –(1) Traditional Method, (2) Scientific Method. Research Design, Data Collection, Primary and Secondary Data, Data analysis, editing, coding, classification tabulation, interpretation of data. Observation Method, Personal interview, Mail survey, Questionnaire Design Sampling, Case study Method, laboratory Research.

Unit III

Research in Philosophy. (a) Qualification for research in Philosophy, The Hermeneutic Approach Observational Research – Naturalistic Observation Case Studies, Theory Development and Testing in Observational and Archival Research; Capacity for high degree of generalization language of source and reporting, (b) Kinds of topic for research in philosophy thinker or text based topics, Concept based, Comparative, Meta-philosophical and inter-disciplinary, (c) Nature of

Philosophical Methods and reasoning Speculative, dialectical Analytical/Critical, Phenomenological.

Unit IV

Techniques of Research. (a) Classification of the meaning of the terms-report, project, thesis, dissertation, Monography. Essay, Research article, paper assignment, (b) How to go about choice of topic, Utility of Preliminary Synopsis Collection of Material, Preparation of working bibliography, methods of notemaking, scope of original contribution, (c) Presentation of the research product, (d) chapterisation – (1) Preface, Introduction, Main body, Conclusion, (2) Table of Content, indices, appendices, glossaries, bibliography, (3) Conventions regarding punctuation, annotation, titles, illustration, footnotes references, style of writing.

Unit V

Research Ethics – Honesty – intellectual Ownership and plagiarism, Responsibility and Accountability of the researcher. Situation that raise ethical issues. Freedom and privacy from coercion. Ethics in relation to other people. Role of Research participant.

Books

1. R. Panneer Selvam – Research Methodology.
2. Donalds. H. Mc Burney – Research Methods.

Ph.D Course Work in Hindi

Syllabus

Paper I – Research Methodology

1. What is Research ? Words used in Hindi for ‘Research’ the meaning and appropriateness. Place of research in human development –use of research.

2. **Research and process of thinking**

Process of thinking and human progress. Types of thinking: Active & Passive thinking Reflective, analytical, rational, logical, speculative and creative thinking and the place of research. Scientific and philosophical thinking.

3. **Research Culture and Attitude**

The qualities required for a researcher – Quest for truth, keen observation, thinking and argumentation, intellectual, sincerity and objectivity, tolerance, industriousness and sense of duty, prior knowledge of the subject and interest in it – other qualities.

Qualities to be avoided – Dogmatism, hastiness, subjective thinking and argumentation, obstinacy etc.

4. **Types of Research**

Classification of Research activity according to research material, method of working. Aim and logical method.

5. **Procedural steps in Research**

Felt need of a problem or complexity in a subject, clear definition of the problem or area and purpose of the work, possible hypothesis, collection of material, taking notes and filing, analyses and evidencing, rejection of unacceptable hypothesis, final confirmed conclusion and presentation.

6. **Literary and Linguistics Research**

Types of literary as Linguistic research, purposes and importance of literary as linguistics research, peculiar teachers of literary as linguistic research. Research and criticism.

7. **Process of Literary and Linguistic Research – Steps and Methods**

Selection of subject, how to select a topic, problems involved in the nature of the subject.

Working Synopsis, its purpose, importance and nature, collection of material, types of material, primary, supportingsupplementary, marginal and foundation material, field material and textual material problem etc.

8. **Methods of collections of material** – interview, questionnaire, survey, documentation.

Methods of preparing notes – Ledger system, file system, tip-card system. Standard methods of preparing tip-cards and other notes, bibliography cards.

9. **Comparative Literary Research**

Types of comparative literary research, their purpose and uses, peculiar features of comparative research, problems of comparative research.

10 **Research Report** - Thesis or dissertation: its form and parts, ideal form and defects to be avoided, Presentation – ideal form of presentation and precautionary measures, merits and defects in presentation, language and style to be adopted.

Reference Books –

1. Anusandhan Pravidhi: Sidhant aur Prakriya-Dr. S.N. Ganeshan.
2. Shodh Prakriya evam vivaranika – Dr. Sarnam Singh.
3. Anusandhan – Dr. Satyendra.
4. Shodh Pravidhi – Dr. Vinayamohan Singh.
5. Sahityik Shodh Ke Sidhant aur Samasyayen.
6. Shodh Tatv aur Drishti – Dr. R.L. Khandelval.
7. Hindi Shodh Tantr Ki Ruprekha – Dr. Manmohan Sahgal.
8. Sahithya Sidhant aur Shodh – Dr. A.P. Diksht.
9. Hindi Anusandhan – Dr. Vijayapal Singh.
10. Tulnatmak Anusandhan aur Uski Samsyayen – Dr. Saragu Krishna
11. Introduction to Research – T. Hallaway.
12. The Strategy of Research – Sir George P. Thompson.

SYLLABUS

Paper I Methodology of Research – Arabic

- I. Primary Steps of Research: (1) Thesis or Dissertation. (2) Personality of the scholar. (3) Stages of University Learning. (4) Selecting research Topic. (5) General framework for developing proposals (6) writing proposals (7) changing the Topic or modifying its plan, (8) Thesis writing in the University. (9) Selecting guide. (10) Relationship with the guide.
- II. Research in the stage of Preparation & Compiling. (1) Methods and approaches (2) Preparing References. (3) Compiling References. (4) Reading Stage. (5) Compiling Information. (6) Modification of Research Plan. (7) The Modern Academic Library. (8) Library Research Sources. (9) The Central Information System. (10) Reference works. (11) The Online Catalogue of Library Services. (12) Internet Sources.
- III. Thesis Writing: (1) Elements of Writing. (2) Style of Writing. (3) Quotation. (4) Foot notes. (5) Symbols of Numbering and Punctuation. (6) Usages and Indications.
- IV. Indices: (1) Indices of Quranic Verses. (2) Hadith. (3) Poetry. (4) Personalities. (5) Sources and References.
- V. Research at the Final Stage: (1) Lay out of the Thesis. (2) Printing the thesis. (3) Declaration of Result.
- VI. Other Important Information Regarding Research: (1) Introduction & Definition of Research. (2) History of Research. (3) Basis Principles of research. (4) Research paper a form of Exploration. (5) Research paper a form of Communication. (6) Different Varieties of Research. (7) Conducting Research in Modern Information Systems and Techniques. (8) Plagiarism. (9) Interpreting Data. (10) Interpreting and Editing the Manuscripts. (11) Compiling a Working bibliography: a. Keeping Track of Sources. b. Creating a computer File for the Working Bibliography. c. Recording essential publication information. d. Noting other useful information. e. Verifying publication information. f. Converting the Working Bibliography to the Works – Cited List. (12) Evaluating Sources: a. Authority. b. Accuracy and verifiability. c. Currency.

Books for Reference:

1. Kaifa Taktub Bahthan aw Risalathan – Dr. Salahudihn al – Hawari. Dar wa Maktaba Hilal – Lebanon – 2001.
2. Kaifa Taktub Bahthan Jamiian, Dr. Abdul Munim al Khafaji, Darul Jeel Bairut, 1998.
3. Manhaj al – Bahth al – Adabi, Dr. Ali Jawad Attahir, Al Muassasa al Arabia Bairut, 1998.
4. Introduction to Research – Tyres Hilway – Houghton Mifflin Company – Beston – 1964.
5. MLA Hand Book for Writers of Research Papers – Sixth Edition – Joseph Gibaldi Affiliated East – West press pvt. Ltd. New Delhi 2004.
6. Research Methods for Leisure and Tourism – A practical Guide – AJ. Veal – Prentice Hall England 2006.
7. Developing Effective Research Proposals, Keith .F. Punch, sage publications, London, 2000.

SANSKRIT

Syllabus for the course Work for the newly Registered Candidates for Ph.D. in Sanskrit

Paper I – RESEARCH METHODOLOGY

Module I – General: Scope and objectives of research in Sanskrit – Definition of research – Methods Traditional – Scientific – Historical – Philological – Difference among research paper – dissertation and thesis.

Module II – Research Procedure: Selection of Research problem innovative element – finalizing topic – collection of materials – preparing notes – card system – file system – using computer – shaping findings – floating findings – incorporating valid suggestions – outlines of thesis.

Module III – Thesis Writing and Editing: Language of thesis – style – brevity – analyzing topic – constituent elements – part division – chapter division – sub-headings – numbering paragraphs – footnotes and references – preface – contents – abbreviations – introduction – conclusion – appendices – Bibliography and critical edition.

Module IV – Conventions: Quotation – paragraphing – Transliteration – Sanskrit – English terminological problems – Thesis typing – type setting – types – fonts – italics – diacritical marks – bold and normal letters – use of computer and internet in research.

Module V – Open defense: Purpose – procedure – Post-Doctoral Research – M.Phil., Ph.D., D.Litt. – unending process: Projects – Funding agencies – Researcher and the society – Publication of thesis – incorporating suggestions of Examiners and participants of open defense – Revising format – book – title etc.

Reference Books:

1. Srimannarayana Murti M - Methodology in Indological Research, Bharatiya Vidya Prekasan Delhi
2. Anderson J, Henry H Durston and Millicent Poole – Thesis and Assignment Writing. Wiley Eastern Ltd. New Delhi, 1977
3. Katre, S.M. - Introduction to Indian Textual Criticism, Poona, Deccan College, 1954
4. Mass, Paul - Textual Criticism English tr. by Barbari Flower, Oxford, Clarendon Press, 1967
5. Rajannan, Busnagi - Fundamentals of Research Hyderabad, American Studies Research Centre, 1960
6. Ramachandran T.P. – The Methodology of Research in Philosophy, University of Madras, 1984

Ph.D. in RUSSIAN

The main goal of this level is to prepare the learner for research programmes leading to a doctoral degree in Russian. In keeping with this goal, the major aims and objectives of the Ph.D. programme would be as under:

1. Consolidating and reinforcing the aims and objectives envisaged at the M.A. and M.Phil. Levels.
2. Introduction to research methodology particular to the area of research.
3. Introduction to techniques of documentation and write-up.
4. Emphasizing different approaches to research: interdisciplinary/ comparative.
5. Updating knowledge in areas of research through advanced courses pertinent to those areas.

SYLLABUS; RESEARCH METHODOLOGY – COURSECONTENT:

1. Scientific Methods of choosing a research problem.
2. Analysing and defining a problem.
3. Methods of data collection
4. Scientific methods of enquiry
5. Making a hypothesis
6. Presentation of the findings
7. Interpretation and Report Writing
8. The Mechanics of Writing
9. The Format of the Research Paper
10. Documentation: Preparing the List of Works Cited
11. Documentation: Citing sources in the Text
12. Preparation of dissertation

PRESCRIBED BOOKS

1. C.R.Kothari: Research Methodology – Methods and Techniques, Wishwa Prakasham, New Delhi, 2003.
2. Rise B. Axelrod and Charles R Cooper: The St. Martin's Guide to writing. Third Edition, New York, 1991.
3. Joseph Gibaldi: MLA Handbook for Writers of Research Papers, Fifth Edition. Affiliated East-West Press Ltd. New Delhi, 2008.
4. Pat Cryer: The Research Student's Guide to Success. Viv Books Private Limited, New Delhi, 1999.

INSTITUTE OF ENGLISH, UNIVERSITY OF KERALA

Ph.D. COURSE WORK

PAPER I – RESEARCH METHODOLOGY

Course description

This paper intends to familiarize researchers with the principles, tools and techniques of research in English studies, to train them in collecting, classifying, organizing and analyzing materials in the writing of their research project; to familiarize them with the conventions governing the written presentation of research; and to train them to apply these conventions in their research work.

Topics for Study:-

1. Steps in research
 - Using the library
 - Collecting materials
 - Preparing a working bibliography
 - Evaluating sources
 - Taking notes
 - Avoiding plagiarism
2. The Art of Argumentation
 - Phrasing the proposition
 - Finding the issues
 - Framing the brief
 - Methods of Reasoning
 - Refuting opponents
3. Writing Drafts
 - Nature and Scope
 - Formal structure
 - Focus and emphasis
 - Style and Tone
 - Words and sentences
 - Paragraphs and chapters
4. The Mechanics of Writing
 - Parts of the dissertation
 - Abbreviations
 - Spelling and punctuation
 - Capitalization, underlining and italics
 - Quotations
 - Documentation
 - Bibliographies

Required Reading:-

1. Richard Altick: The Art of Literary Research
2. George Watson: A Guide to Long Essays and Dissertations
3. MLA Handbook for Writers of Research Papers. 7th Edition

Recommended Reading:-

1. Kate R. Turabian: A Manual for Writers of Term Papers, Theses and Dissertations
2. Elaine Hamilton: Writing Dissertations
3. Ann Hoffman: Research for Writers
4. George Thompson: Writing a Long Thesis
5. James Thorpe; ed.: The Aims and Methods of Scholarship in Modern Language and Literature, 2nd edition
6. Edward D. Seeber: A Style Manual for Students, 2nd edition

DEPARTMENT OF LINGUISTICS

RESEARCH METHODOLOGY

1. Purpose and objectives of research: Abilities of research workers – evaluation of earlier works identification of the research problem.

Setting up of hypotheses: Nature of role of hypotheses in scientific investigations – types, sources and characteristics of hypotheses.

2. Methods of data collection: Primary and secondary sources – use of libraries, indexes and by bibliographics, formal and informal settings for collection – main forms of data collection response – social surveys and their objectives – case study: nature and methods – sampling design – questionnaire purpose, types form and characteristics interview methods: objectives – types and techniques – analysis and interpretation – content analysis classification of data.
3. Methods and techniques of research: Nature and Rule – evaluation of different methods: historic, comparative descriptive and scientific observation and experimentation and confirmation of hypotheses. Types of statistical methods: sampling and stratification – generalization and confirmation – adoption of terminology.
4. Techniques of presentation: Preparation of thesis monographs, research papers overviews and review style and presentation outline, and body of the chapters, diagrams, graphs, tables and charts – footnotes symbols abbreviations, ellipses, bibliography, appendix and index. Preparation of drafts and final versions of the dissertation – typing printing and submission.

UNIVERSITY OF KERALA

(Abstract)

Ph.D. Programme – Conduct of 'Course' for Coursework Exam -Sanctioned-Orders issued.

ACADEMIC EIA SECTION

No. Ac.E1.A/2013

Dated, Thiruvananthapuram,24.04.2014..

- Read: 1. Minutes of the meeting of the Directors of Schools held on 2 Aug.2013.
2. Item No. A₄ of the minutes of the meeting of the Standing Committee of the Syndicate on research and scholarships held on 30.08.2013.
3. Item No. 23.122 of the minutes of the meeting of the Syndicate held on 12.09.2013.
4. Endt No. FOS 4612/FinII/2013-14 dated 22.11.2013.
5. Item No.A9 appendix to item No. 27.71 of the minutes of the meeting of the Syndicate held on 12.02.14.

ORDER

The Syndicate at its meeting held on 12.09.2013 considered along with the recommendation of the Standing Committee of the Syndicate on Research and Scholarships the proposal for providing course for the Research Methodology paper of the Ph.D coursework examination and resolved to conduct a 'course' for the same. It was further resolved that workshops on the Research Methodology paper would be conducted twice a year (May and November) for the Schools. The matter was again placed before the Syndicate held on 12.02.14 and the Syndicate approved the following guidelines for the conduct of the Course.

1. For disciplines which do not come under any school, syllabus of the Research Methodology paper should be set separately. PG Board Chairman shall be authorised to frame the syllabus and to conduct the course in the University under the School of Distance Education (after approval)
2. The syllabus of the Research Methodology paper in respect of each school should be approved by the CSS Academic Committee. The examination must be school based.
3. If the services of external subject experts are required for drawing up the syllabus in respect of the School of Foreign Languages, the expenses shall be borne by the University.
4. Registration fee of Rs.500 (Rupees Five Hundred only) for Indian Scholars and Rs.1,000/-(Rupees One Thousand only) for Foreign Scholars must be collected by the Director of the respective schools and it has to be monitored by the School Council.
5. If the amount collected as registration fee is not adequate, the remaining amount shall be claimed from the Budget provision under seminars/workshops by the School Directors.

6. Budget allocation should be provided for conducting the course. Directors of schools, must be given the provision to draw the amount directly from the Budget Head.
7. Syllabus approved by the respective School Council and the Director must be forwarded through the Director Research to the Chairman C.S.S to be placed in the CSS Academic Committee for approval.
8. The attending of the five day course is mandatory for all Ph.D research scholars (Part time and Full time) Failure to do so would disqualify them from appearing for the Research Methodology paper of the Coursework examination.
9. The Syllabus approved by the School Council duly countersigned by the Research Director shall be submitted to CSS.

The Fiance has vide paper read (4) above endorsed the proposals 3,4,5 and 6 above.

Sanction has therefore been accorded by the Vice-Chancellor to implement the above decision of the Syndicate.

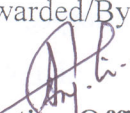
Orders are issued accordingly.

Sd/-
SULEKHA S
Deputy Registrar (Acad.III)
For Registrar

To

1. Directors of Schools
2. The Heads of all the University Departments to be downloaded from the website www.research.keralauniversity.as.in.
3. P.S to V.C/P.S to PVC/P.A to Registrar/P.A to C.E/Director Research/Fiance Officer.
4. Deputy Registrar, Campus Administration, Kariavattom
5. Stock File/ File Copy/ Office copy

Forwarded/By Order,


Section Officer.

UNIVERSITY OF KERALA

(Abstract)

Ph.D Registration–Coursework–Research Methodology–Approved–Sanctioned–
Orders issued.

ACADEMIC E.I SECTION

No. Ac.EI/27868/2016

Dated, Thiruvananthapuram, 16.07.2016

Read: 1. U.O.No.Ac.E1.A/Ph.D Coursework/2010 dated 22.11.2010.

2. Item No. 9 of the Minutes of the Meeting of the Academic Committee
for CSS held on 08/06/2016.

ORDER

As per University Order read (1) above, norms for the conduct of Ph.D
coursework examination was approved by the Vice-Chancellor.

The Academic Committee for CSS vide item number (read 2 above)
recommended that the Research Methodology paper of Ph.D coursework shall be
taught by each Department after preparing the syllabus by the Department Council,
for each subject, from next admission onwards.

Sanction has been accorded by the Vice-Chancellor to the above
recommendations being approved.


Orders are issued accordingly.

Sd/-
Registrar

To

1. P.S to V.C/P.V.C
2. PA to Registrar/F.O
3. P.A to C.E
4. Vice-Chairman CSS/Co-ordinator of Ph.D coursework
5. Heads of all University Teaching and Research Departments/Research Centre
(to be downloaded from website www.research.keralauniversity.ac.in)
6. Heads of all recognized Research Institutions/Departments of affiliated
Colleges (to be downloaded from website www.research.keralauniversity.ac.in)
7. All District Offices/Taluk/Information Centre of the University of Kerala (to be
downloaded from website www.research.keralauniversity.ac.in)
8. PRO/Reception Officer/Enquiry
9. To all Academic Section (to be downloaded from website
www.research.keralauniversity.ac.in)
10. Registrar's Tapal Section.
11. Stock File/File Copy/Office Copy.

Forwarded/By Order,


SECTION OFFICER.