



KRISHNA MENON MEMORIAL GOVT. WOMEN'S COLLEGE

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Minutes of BOS for Project

CORE COURSE XVI:
PROJECT WORK

SEMESTER	COURSE CODE	HOURS PER WEEK	CREDIT	EXAM HRS
VI	6B 16 ECO/DEV ECO	3	2	EXTERNAL PROJECT EVALUATION

The students are directed to identify a relevant project topic in economics or related areas during the V semester itself and approval from the Head of the Department is mandatory. After getting the approval of the project proposal from the Head, they will work on it under the supervision of the concerned faculty members. Students are further requested to complete review of literature, field work, questionnaire, if any, during the V semester itself. Only the writing part may be earmarked for the VI semester. This is for the timely completion and improving the quality of the work. It is the duty of the HoDs to ensure the above procedures.

Project Guidelines

1. Approval of the project proposal by the head of the Department
2. Title of the project
3. Introduction
4. Research Objectives
5. Research Questions
6. Review of Literature
7. Methodology and Methods
8. Results and Interpretation
9. Conclusion
10. Bibliography/References
11. Appendix
12. The project work is a team/ group work. Each group shall not exceed five members. The students should ensure that the work is original. It should follow proper reference style, preferably APA style. Two hard copies of the project report should be submitted to the Department on or before February 15.
13. Project valuation: A panel of experts appointed by the university to evaluate the project report at the CV camp (external evaluation =25 marks) and internal evaluation based on Viva Voce exam as per the university norms (internal valuation= 25 marks). The Project work will be treated as a full course and total marks is 50. An examiner may evaluate only 7 projects per day: Four projects in the FN and Three projects in the AN. Remuneration for project evaluation may be fixed by the University.

The time frame and stages of completion of the project work are summarized in table 1. The procedures and other details regarding the project work are summarized in table 2.

Table 1 Stages of Completion of the Project work

Time Period	Activities	Guide's remarks	Signature of student	HoD
June	Assignment of guide, Preliminary discussions, Selection of the broad area of study.			
July to Mid August	Literature Survey - Formulation of the Problem- Setting up of objectives and Chalking out the methodology			
End of August	Presentation of the Synopsis and finalization of the Topic and Title			
September	Data Collection			
November	Tabulation and Data Analysis			
December	Midterm Evaluation to review the progress of the Project			
January first week	Submission of the draft report			
February first week	Final draft			
February Second Week	Oral/ Poster Presentation and internal Viva			
On or before February 15	Project submission			

Table 2 Three Stage Evaluation Scheme for Project assessment

RUBRIC FOR UG PROJECT ASSESMENT (3 Stage Evaluation Scheme)						
			I Stage	II Stage	III Stage	
Sl No	Domain	PROCESS	Internal	Mid-term Evn. Seminar/ poster	Final External @ CV Camps	Total
1	Planning & Design	Preliminary Discussion Leading to Choice of Topic and Problem	2	4	5	11
		Construction/ definition of Problem				
		Literature Survey / Basic Reading				
		Identifying the Problem (and also its clarity)				
		Choice of Data and their Sources				
2	Methodology	Sampling Design in case of primary Data & Finalization of Data Set and sources in case of Secondary Data	2	3	7	12
		Analytical tools & its Suitability				
		Tabulation & Analysis				
3	Analysis & Discussion of the Results	Mid-term Review of the progress	2	4	8	14
		Discussion of Result & Validation of the Objectives				
		Summary & Suggestions/ policy recommendations				
4	Final Report & oral/ Poster Presentation	Final Project & Oral/ Poster Presentation	4	4	5	13
		Reference /Bibliography				
		Overall Scientific approach and Academic Commitment				
TOTAL			10	15	25	50

* Frequency of discussion and finalization of the decisions and timely completion of the each stage must be verified by the guide

** It is not the end results alone but the involvement and commitment of the students in the completion must also equally be valued.

Kannur University

BA English Language and Literature

Core Courses

Curriculum, Syllabus and Scheme for
6B11ENG: Project

Course Outcomes

1. Learn and apply prescribed documentation styles and methodological formalities.
2. Understand and apply the mechanics of writing.
3. Critically engage with a literary theme or topic and generate ideas while gathering, evaluating and organising existing materials.
4. Understand the basic formalities regarding research in humanities.

Course Details

Course Code: 6B11ENG

Title of the Course: Project

Semester Assigned: 6

No. of Credits: 2

Contact hours/week: 1

Total No. of contact hours: 18

Core Texts

1. Klarer, Mario. *Introduction to Literary Studies*. London: Routledge, 2013.

2. MLA Handbook 8th Edition

Specifications

1. A Project work culminating in a dissertation should be undertaken by all students. Students may identify topics of their choice and finalize it in consultation with the supervising teacher.
2. Project work shall be carried out under the supervision of a teacher in the parent department. The allocation of supervisors shall be done by the concerned department.

3. The Project work shall be prepared according to the general guidelines provide by MLA. Two typed copies of the Project report shall be submitted to the HOD two weeks before the commencement of the ESE.
4. The Project shall have both internal as well as external evaluation. The external evaluation of the project shall be followed by a viva voce at the end of the semester.
5. Each student has to do the Project work independently. Collaborative projects are not acceptable.
6. The teaching hour allotted for project may be utilized for discussing documentation styles, research methodology and the formalities of academic writing.
7. The Project Report must be between 25-30 typed A4 size pages (10000 words), with double spacing between the lines and a size 12 easily readable typeface. As far as possible the report may be printed on one side of the paper only with a left margin of 1.5 inches and a margin of 1 inch on all other sides. Indent the first line of each paragraph by 1.5 inches and do not justify the text at the right margin.
8. Plagiarism of all sorts will be penalized.

Guidelines for Evaluation (6B11 ENG)

1. Total marks for Project is 25 (20 external and 5 internal)
2. The ESE of the Project work shall be conducted by two external examiners
3. Submission of Project Report and presence of the student for viva are compulsory for internal evaluation
4. No marks shall be awarded to a candidate if he/she fails to submit the Project Report for external evaluation
5. A student shall be declared to pass in the Project Report Course if he/she secures minimum 40% marks of the aggregate and 40% separately for external
6. In case a candidate fails, the Project work may be redone and the report may be resubmitted along with subsequent exams
7. There shall be no improvement chance

Internal Evaluation: (Total Marks= 5)

Criteria like accountability, punctuality and the effort that has gone into the work related to the project should be taken into consideration while awarding the internal marks. If necessary, a viva-voce examination related to the project or even a presentation by the student about the project could be used as criteria for awarding internal marks.

End Semester Examination (Total Marks - 20)

1. Relevance, justification and objectives = 5
2. Documentation/Methodology/ References and Bibliography= 5
3. Quality of Analysis/ Conclusion =5
4. Viva= 5

CORE COURSE 15**PROJECT**

Semester	Course Code	Hours Per Week	Credit	Exam Hours
VI	6B15 HIS	3	3	Submission

Course Outcomes: students should be able to

CO.1 Learn how to select a research topic and prepare research plan/proposal

CO.2 Understand processes of data collection and research methods

CO.3 Undertake critical analysis of data and make interpretations

CO.4 Prepare a well written and authentic research work with proper references and select bibliography

Project must be related to any topic like social, political, economic, cultural, gender, environmental themes and issues, and historiographical aspects related to the present syllabus.

- Selection of the topic shall be in consultation with the teacher concerned.
- The Department shall arrange the supervising teacher.
- Project shall be prepared by students individually or in groups consisted of not more than five students.
- Proper style of references (either footnotes or endnotes) followed by Indian History Congress) and Select bibliography should be used
- The project report shall be around **30 pages** word processed in **12 point font (double spaced)** in **A4 size paper**.

Project Evaluation

Evaluation of the project report will be done on the basis of Mark System. The evaluation process will have two components:

- 1) Internal Assessment by supervising teacher (10 Marks)
- 2) External Evaluation by external examiner appointed by the university (40 Marks)

Components of Internal and External Assessment of the Project Report

Internal Assessment (20% of total)		External Evaluation (80% of total)	
<i>Components</i>	<i>% of Internal Marks</i>	<i>Components</i>	<i>% of External Marks</i>
Punctuality	20	Relevance of the topic, objectives, sources and methodology, references and bibliography	20
Data Collection	20	Quality of written presentation, data analysis, interpretations and findings	30
Scheme and style of presentation	30	Viva-voce	50
Viva-Voce	30		

CORE COURSE XV :
മലയാളം പ്രൊജക്ട്
 (പഠനമണിക്കൂർ - 36)

SEMESTER	COURSE CODE	HOURS PER WEEK	CREDIT	EXAM HRS
VI	6B16 MAL	2	2	

COURSE OUTCOME

മലയാളം പ്രൊജക്ട് നിർദ്ദേശങ്ങൾ

1. ഒന്നാം സെമസ്റ്റർ മുതൽ ആറാം സെമസ്റ്റർവരെയുള്ള കോർ വിഷയങ്ങളുമായി ബന്ധപ്പെട്ട പ്രൊജക്ട് വിഷയം തിരഞ്ഞെടുക്കാവുന്നതാണ്. സാഹിത്യപഠനവുമായോ സംസ്കാരപഠനവുമായോ കലാപഠനവുമായോ ഭാഷാപഠനവുമായോ ബന്ധപ്പെടുന്നവയായിരിക്കണം.
2. ഡിപ്പാർട്ട്മെന്റിലെ അധ്യാപകരുടെ മേൽനോട്ടത്തിലാണ് വ്യക്തിഗത പ്രൊജക്ടുകൾ ചെയ്യേണ്ടത്.
3. എ ഫോർ(അ4) പേപ്പറിൽ ഡി.ടി.പി ചെയ്യുമ്പോൾ ഏറ്റവും കുറഞ്ഞത് 25 പേജെങ്കിലുമുണ്ടായിരിക്കണം.
4. ഒരു പേജിൽ 20 മുതൽ 23 വരെ വരികൾ ആകാം. (എം.എൽ- രേഖതി, ഫോണ്ട് സൈസ് -14)
5. ഹാർഡ് ബൈന്റ് ചെയ്ത് ബന്ധപ്പെട്ട അധ്യാപകർ സാക്ഷ്യപ്പെടുത്തിയ പ്രൊജക്ടിന്റെ 2 കോപ്പി ഡിപ്പാർട്ട്മെന്റിൽ സമർപ്പിക്കേണ്ടതാണ്.
6. ആമുഖം, അധ്യായങ്ങൾ, ഉപസംഹാരം, ഗ്രന്ഥസൂചി എന്നിങ്ങനെയുള്ള ക്രമം പാലിക്കണം.
7. സാഹിത്യവിദ്യാർത്ഥികൾക്ക് പ്രയോജനപ്പെടുന്ന രീതിയിൽ ഡിപ്പാർട്ട്മെന്റ് തലത്തിൽ പഠനയാത്രകൾ നടത്തിയതിന്റെ യാത്രാനുഭവങ്ങൾ പ്രൊജക്ട് രൂപത്തിൽ അവതരിപ്പിക്കാവുന്നതാണ്.
8. മൂല്യനിർണ്ണയത്തിൽ ഭാഷാശുദ്ധി, വിശകലനപാടവം, മൗലികത, ഘടന എന്നിവ പരിഗണിക്കേണ്ടതാണ്.
9. പ്രൊജക്ട് മറ്റൊന്നിന്റെ പകർപ്പല്ല എന്ന സാക്ഷ്യപത്രം വിദ്യാർത്ഥി സമർപ്പിക്കേണ്ടതാണ്.
10. പ്രൊജക്ടിന്റെ വിഷയം നാലാം സെമസ്റ്ററിൽ കണ്ടെത്തി ക്ലാസ്സിൽ പൊതുവായി ചർച്ച ചെയ്യണം.
11. ആറാം സെമസ്റ്റർ അവസാനിക്കുന്നതിന് മുൻപേ പ്രൊജക്ട് സമർപ്പിക്കണം.
12. പ്രബന്ധരചനയ്ക്ക് താഴെപ്പറയുന്ന വിധത്തിലുള്ള പൊതുവായ ക്രമം സ്വീകരിക്കേണ്ടതാണ്. പാഠത്തിനുള്ളിലെ ഉദ്ധരണികളും മറ്റുപരാമർശങ്ങളും പാഠത്തിൽത്തന്നെ ബ്രാക്കറ്റുകൾക്കുള്ളിൽ സൂചിപ്പിക്കുന്ന എ.വൈ.പി രീതി പിന്തുടരേണ്ടതാണ്. (എഴുതിയ

ആളിന്റെ പേര്, പ്രസിദ്ധീകരണ വർഷം: പേജ്/ Kenwood, 1978: 22) പരാമ്യുഷ്ടകാര്യത്തിന് വിശദീകരണം വേണ്ടിവരുമ്പോൾ അടിക്കുറിപ്പുകൾ/കുറിപ്പുകൾ ഉപയോഗിക്കാവുന്നതാണ്.

13. ബാഹ്യമൂല്യനിർണ്ണയത്തിന് ആകെ 20 മാർക്ക്.

1. വിഷയത്തിന്റെ പ്രാധാന്യവും പ്രസക്തിയും, രീതിശാസ്ത്രം, പഠനസമീപനം, സഹായകഗ്രന്ഥങ്ങൾ, ഗ്രന്ഥസൂചി- 5 മാർക്ക്.

2. വിഷയാവതരണം, അപഗ്രഥനം, നിഗമനങ്ങൾ, തുടർപഠനസാധ്യതകൾ- 5 മാർക്ക്.

3. വൈവ- 10 മാർക്ക് (ആകെ 5+5+10=20)

14. ആഭ്യന്തരമൂല്യനിർണ്ണയത്തിന് ആകെ 5 മാർക്ക്.

STUDY TOUR

Students are required to visit at least one Laboratory/factory/Research Institute of eminence during the course and submit the Study tour report separately along with practical records at the time of practical Exam (6th Semester).

PROJECT REPORT:

PROJECT CO 1) Able to enhance the skills of managing the resources, time and team work.

2) Students will be able to function as a member of an interdisciplinary problem solving team.

Students should undertake a group project work related to chemistry and submit the report along with practical records during VI semester practical.

General Guidelines of Project Work

1. Students should undertake the project work related to Chemistry only.
2. The UG level project work is a group activity, maximum number of students being limited to five. However each student should prepare and submit the project report separate
3. The matter should be typed on A-4 size paper with Times New Roman font of size 12 points, with double spacing between the lines and margins of 1.5' at the left, 1' at the right, 1' each at the top and bottom.
4. The report should be printed in plain white paper in black ink only. Color inks for charts and graphs can be used, provided it does not hamper the readability. The logo of the college can be displayed in the report.
5. The project report should be hard bound/ spiral bound / paper back.

6B15 MAT: PROJECT

A student of B.Sc. Mathematics should compulsorily do a project work on a topic of his/her choice and prepare a project dissertation for completing the B.Sc. Mathematics Programme. The project work should satisfy the following criteria.

1. The topic of study should not be a part of the existing syllabus. But it can be an extension of a topic of the syllabus.
2. After the completion of the study, the student shall submit a project dissertation to the university in typed form.
3. The dissertation should have at least 15 pages excluding the page of table of contents.
4. The dissertation can be prepared using any typesetting software like LaTeX, MS Word or Libre Office Writer.
5. The project work can be done individually if the student so wishes. It can be done as a group having maximum 3 students.
6. The dissertation should contain a Title Page, Certificate from the Project Guide/Supervisor countersigned by the Head of the Department, Table of Contents, Preface/Introduction and References.

Evaluation of the project work and dissertation

1. Internal Evaluation

Internal evaluation of the project has the following components.

Sl. No.	Components	Percentage of marks allotted	Marks allotted
1	Relevance of the topic and references	20	1.4
2	Layout	10	0.7
3	Content	20	1.4
4	Presentation and Viva-voce*	50	3.5
	Total	100	7

*Presentation and Viva-voce are to be conducted individually even if the project is done as a group.

2. External Evaluation

External evaluation of the project has the following components.

Sl. No.	Components	Percentage of marks	Marks allotted
1	Relevance and depth of the topic and layout	25	7
2	Seminar presentation*	25	7
3	Viva-voce*	50	14
Total		100	28

*Viva-voce and Seminar presentation are to be conducted individually even if the project is done as a group.

The student should get a minimum of 40% of the aggregate marks and 40% separately for End Semester examination and 10% for CE for pass in the project.

6B17 PHY PROJECT EXTERNAL EVALUATION MARK DISTRIBUTION

Sections	Marks
I Relevance of topic	10%
II Methodology	20%
III Quality of analysis & findings	20%
IV Viva -Voce	50%

Question Paper Pattern

Question type	No. of questions to be answered	Size of answer	Total pages	Marks per question	Total marks
Objective (multiple choice)	8 (out of 8)	½	4
Short answer	8 (out of 11)	Not to exceed one page	8	2	16
Short essay	4 (out of 6)	Not to exceed 2½ pages	10	5	20
Essay	2 (out of 4)	Not to exceed 6 pages	12	10	20
Total	22	---	30	...	60

Note: Questions should be asked as far as possible from all modules following a uniform distribution.

DISSERTATION FORMAT

General Guidelines

1. Selection of a Topic
2. Pilot Survey, if needed
3. Significance of the Study
4. Review of Literature
5. Research Gap (Optional)
6. Conceptual Framework – Conceptualization & Operationalization (precise and specific meaning of the terms and concepts)
7. Theoretical framework (Optional)
8. Formulation of Research Questions /Issues
9. Research objectives
10. Hypotheses (Optional)
11. Coverage (Universe/ Sample & period of study)
12. Data source (Primary/Secondary)
13. Tools of analysis (Analytical Framework)
14. Social Relevance of the study
15. Limitations of the study
16. Chapter outlines
17. Introductory chapter
18. Result Chapter(s)

19. Conclusion Chapter
20. Appendices
21. Bibliography /References & Webliography

Structure of the Report

1.1 Title page/ Cover Page

- a. Title page
- b. Title of the project
- c. Name of the candidate
- d. Name and designation of the supervisor.
- e. Degree for which project is submitted.
- f. Name of the College
- g. Month and year the project is presented
- h. Declaration of the student &supervisor

1.2 Preface

1.3 Table of contents

- a. List of Tables
- b. List of Figures
- c. Glossary
- d. List of abbreviations
- e. Acknowledgment

1.4 Abstract/ Executive Summary (One page)

1.4. The Main Text

- a. Introductory Chapter: Items 3 to 16 mentioned above
- b. Other Chapters - Analysis, Results Interpretation
- c. Conclusion Chapter: Conclusions, Recommendations & Summary

1.5 End Notes (after each Chapter)

1.6 Bibliography or References (at the end of the thesis)

1.7 Appendices

- a. Questionnaire
- b. Interview Schedule
- c. Observation Schedule (optional)
- d. Coding Frame (optional)
- e. Letters sent to sample members (optional)

f. Any Other

Length of the Project

1. Report length 40 to 50 pages excluding Appendix and Certificates
2. Alignment : Justify
3. Font :Times New roman
4. Font size : 12
5. Line spacing : 1.5
6. No Page Border

Departmental Requirement

(To be kept in the Department by the Supervisor)

Supervisor- Student Meeting Log

Date/Time	Discussion Areas	Summary of Discussions	Signature of the Supervisor
	Topic selection		
	Clarify Objectives		
	Literature Review		
	Seminar1 (Sem. 3)		
	Research Design		
	Collect Data		
	Analyze Data		
	Write up		
	Supervisor's Comments		
	Final Draft Seminar 2 (Sem.4)		

Name of the Supervisor:

Name of the Student:

Notes:

1. *The dissertation work may be started in the III semester itself for timely completion of the work at the end of the IV Semester.*
2. *Internal marks may be awarded on the basis of the timely completion of work at each stage and the final internal viva-voce on the topic selected by the candidate*

ENG4Pr : Project

Project evaluation guidelines

Project : The Project should have approximately 50 to 60 pages including works cited and/or bibliography. It should be written according to the current edition of *MLA Handbook*. Evaluation should be based on the methodology followed and the argument on an equal proportion. Marks for project : 150, Viva :50. A member of the faculty in the Department of English can evaluate the project as project supervisor. The topic need not be based on the prescribed syllabus alone. It can be interdisciplinary also if approved by the supervisor and the Head of the Department.

***The students may choose one elective from each of the following for semester II, semester III and semester IV.**

ELECTIVE PAPERS		
Sem & Paper	Paper Code	Title
II *Elective Paper I	CHD2E.01	Introduction To Computational Chemistry & Computational Drug Design
	CHD2E.02	Environmental Chemistry And Disaster Management
III *Elective Paper II	CHD3E.03	Introduction To Drug Chemistry
	CHD3E.04	Biochemistry And Biophysical Chemistry
IV *Elective Paper III	CHD4E.05	Drug Chemistry And Drug Design
	CHD4E.06	Medicinal Chemistry

Semesterwise Split-up of Marks

Sem	Hrs allotted	Marks for ESA	Marks for CA	Total Marks	Credit
I	25	240	60	300	16
II	25	360	90	450	22
III	25	240	60	300	16
IV	25	367	83	450	26
	100	1207	293	1500	80

2. Project Work and Viva Voce

a) Each student shall carry out a project work in one of the broad areas of theoretical/Organic/physical/environmental/inorganic chemistry for a period of minimum 12 weeks duration in the IVth semester under the supervision of a teacher of the department. A student may, in certain cases be permitted to do the project work in an industrial/research organization on the recommendation of the department coordinator. In such cases, one of the teachers from the department shall act as co-supervisor.

b) The candidate shall submit 2 copies of the dissertation based on the results of the project work at the end of the program.

c) Every student has to do the project work independently. No group projects are accepted. The project should be unique with respect to title, project content and project layout. No two project report of any students should be identical, in any case as this may lead to the cancellation of project report by the university.

d) The ESE of the project work shall be conducted by two external examiners. The evaluation of the project will be done at two stages.

- i. Internal evaluation (supervising teacher/s will assess the project and award internal marks)

ii. External evaluation (by external examiners appointed by the university)

e) Pass conditions

i. The students shall declare to pass the project report course if she/he secures minimum of 40% marks (internal and external put together). In an instance of inability of obtaining a minimum of 40% marks, project work may be redone and the report may be resubmitted along with subsequent exams through parent department. There shall be no improvement chance for the marks obtained in the project report.

f) Assessment of different components of project may be taken as below

Internal (Viva) 20% of total		External (80% of Total)	
Components	% of internal marks	Components	% of external marks
Punctuality	10	Relevance of topic	5
Use of data	10	Statement of the topic	10
Scheme Organization of report	30	Methodology / reference / bibliography	15
Viva-voce	50	Presentation of facts/ figures / language style / diagrams etc	20
		Quality of analysis/ use of statistical tools	15
		Findings and recommendations	10
		Viva-voce	25

g) Viva voce shall be conducted by two examiners; both of them shall be external examiners. Viva-voce based on theory and practical papers of all semesters including elective papers.

3. Continuous assessment

a) This assessment shall be based on predetermined transparent system involving periodic written tests, assignments, seminars and attendance in respect of theory courses and based on tests, lab skill, record/viva and attendance in respect of practical courses.

b) The percentage of marks assigned to various components for internal is as follows

Theory		
No	Components	% of internal marks
1	Two test paper	40
2	Assignments	20
3	Seminars/Presentation of case study	20
4	Attendance	20

Practicals		
No	Components	% of internal marks
1	Two test paper	40
2	Lab skill	20
3	Records/viva	20
4	Attendance	20