

**CENTRE FOR DISTANCE EDUCATION
ACHARYA NAGARJUNA UNIVERSITY::NAGARJUNA NAGAR-522 510**

Academic Schedule for MHRM Final Year Students

Submission of Project Proposal

- | | |
|---------------------------------|-------------|
| I. Without late fee | :04-03-2013 |
| II. With a late fee of Rs.100/- | :11-03-2013 |

Submission of Project Report

- | | |
|---------------------------------|-------------|
| I. Without late fee | :13-05-2013 |
| II. With a late fee of Rs.100/- | :20-05-2013 |

Guidelines for Project Work

Project Report:

At the Second Year, fresh candidates shall undergo practical training in any organization for a minimum period of eight weeks and submit a report thereon along with a practical training certificate obtained from the organization. In case of in-service candidates, the project report should relate to the candidates organization. Any deviation from the above should be approved by the CDE, Acharya Nagarjuna University, Nagarjuna Nagar.

The Project report carries a maximum of 100 marks. The Project Report shall be guided and certified by a recognized guide nominated by CDE. The completed project report should be submitted to the CDE, at least 15 days before the scheduled time or before the due date as communicated by the Office.

Students of MHRM Programme will have to take up project work in the second year.

1. The purpose of the project work is primarily to demonstrate the application of knowledge and skills acquired during the programme, by studying and analyzing the selected programme in the work agency/community in a systematic manner.
2. The topic for project may be taken from any one of the following sources.
 - I. Review of research studies, MHRM literature and consultation with the project guide.
 - II. Field Study/Empirical Study.

Project Proposal

1. The proposal of project (synopsis) should be prepared in consultation with the guide and sent to the course coordinator. The proposal should clearly state the significance, objectives, methodology, statistical technique to be used, limitations if any and future directions for further research, etc.

2. Eligible project guide may be taken from any one of the following

- I. Faculty of department of MHRM from the University Campus.
- II. Faculty of the P.G. Department of MHRM in any affiliated college, School of MHRM
- III. Ph.D., holders working in P.G. Departments of MHRM affiliated to Acharya Nagarjuna University.
- IV. Teaching faculty of P.G. Department of MHRM of any other Universities recognized by Acharya Nagarjuna University.

Students are advised to send their project synopsis and bio data of the guide which must be duly signed by the guide, to the course coordinator. If the proposed guide is not acceptable, the student shall be advised accordingly and in all such cases, the student should change the guide before the proposal is considered for approval. Similarly, if a student wants to change his/her guide after some time, he/she would be required to proposal proforma.

The project proposal shall be sent in the proforma (format is given at the end of this note) along with one copy of synopsis and bio-data of the guide to the course coordinator for approval. Proposals incomplete in any respect will straightaway be rejected, students are advised to retain a copy of the synopsis.

Communication of approval/non-approval of the project proposal will be sent to the candidate within one month of the receipt of the proposal.

Communication of non-approval of the proposal will be accompanied by comments/suggestions for reformulating the project. The revised project proposal should be submitted in the new proforma. A copy of rejected synopsis and project proposal proforma wherein the comments or suggestions of the evaluator are given should also be submitted.

Note: Students are advised to select their guides who are either teachers or active professionals in the relevant area of the selected topic.

Preparation of Project Report:

- I. The report should consist of **a)** Significance of the study **b)** Objectives **c)** Sampling and methodology **d)** Statistical techniques use, **e)** Limitations, if any, and **f)** Guidelines for future research.
- II. The length of the report shall be in between 60 and 80 double spaced typed A4 size pages (excluding appendix and exhibits). The report is to be submitted in a bound volume.
- III. The project report should also contain:
 - a) Project approval
 - b) Synopsis
 - c) Certificate from the supervisor as to the originality of work
 - d) A statement from the candidate mentioning that the work is a original one and has not been submitted earlier, either to this university or to any other institution for fulfillment of the requirement of a course of study.

One typed copy of the project report is to be submitted to the course coordinator at least 15 days before the scheduled time or before the due date as communicated by the office of CDE. One copy of the report is to be retained with the student. The copy sent to the CDE will not be returned.

**CENTRE FOR DISTANCE EDUCATION
ACHARYA NAGARJUNA UNIVERSITY**

**M.H.R.M
(Through Distance Mode)
PROFORMA FOR PROJECT PROPOSAL**

Regd.No.....Study Centre:

Name and Address of Student.....
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Title of the Project:

Subject Area:

(specify) Name, Designation and Official Address of the Project Guide

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Is the guide an Academic Counsellor of M.H.R.M Programme? Yes / No

If Yes, Name of the Study Centre and the Course of counseling and since when

.....

Number of students working under the Guide for Project

Signature of the Student
Date:

Signature of the Guide
Date:

Note: Enclose the synopsis of the project and bio-data of the guide.

(FOR OFFICE USE ONLY)

**Synopsis
Approved
Not Approved**

**Supervisor
Approved
Not Approved**

Comments / Suggestions for reformulation of the Project.

DATE:

Signature of the Evaluator