

STANDARD OPERATION PROCEDURE (SOP) FOR PG DISSERTATION

2024



JAMAL MOHAMED COLLEGE
(Autonomous)

**Nationally Accredited with 'A++' Grade by NAAC
(4th Cycle) with CGPA 3.69 out of 4.0
(Affiliated to Bharathidasan University)
Tiruchirappalli – 620 020, Tamil Nadu.**



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TIRUCHIRAPPALLI - 620 020

CENTRE FOR RESEARCH

STANDARD OPERATION PROCEDURE (SOP) FOR PG DISSERTATION

Identifying a problem, raising new questions, formulating research hypotheses, conducting systematic review of literature, collecting, analysing data, and interpreting the results are the important components of quality research. PG dissertation work greatly influences the quality publications and visibility of the organization. In this context, Centre for Research of Jamal Mohamed College formulated following Guidelines to maintain the quality and novelty of the PG dissertation work.

1. Once the post graduate students joined the program, the Head of the Department should organize a meeting to address the students about significance of PG project, highlighting the research culture of the department, facilities and infrastructure for research available at the campus.
2. While selecting the topic of dissertation, the aptitude of the student may be taken into consideration.
3. The dissertation work for the PG degree should be of the nature of a definite contribution to the subject and the results should be of sufficient importance to merit publication.
4. The Project Guide and Title of dissertation work (Tentative) should be finalized on or before **5th August** of every academic year.
5. In the first instance, the student and the Project guide may prepare a draft outline of research work after discussing in detail about the problem chosen to ensure the full involvement of the student in the research area.
6. After identification of the research problem, outline of research work should be presented by the student on or before **31st August** of every academic year. It includes the components such as the method of tackling the problem, various facilities required in terms of Lab, equipment, chemical etc., the department where such facilities are available, and the time schedule for completion of the research work.


25.7.23
Dr. A. SHAJAHAN, M.Sc., M.Phil., Ph.D.
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7. During the presentation of outline of research work by the students, HOD and all the faculty members should participate to exchange new ideas and fine tuning of the proposed research work.
8. The proposed project work of every student may be finalized after the presentation of outline of research work.
9. The Proposed Project Work of every student shall be forwarded by the Project Guide and HOD to the Dean of Research on or before **10th September** of every academic year.
10. For interdisciplinary projects, a copy of the Proposed Project Work should be sent to the Head of the Department concerned, if the facilities of that department are proposed to be utilized.
11. The preliminary work (Review of literature, back ground of the work, proposed objectives and expected outcome) has to be presented by the student in a review meeting organized by the Head of the department on or before **15th October** of every academic year.
12. Both soft and hard copies of the preliminary work report along with review of literature (including research articles) should be submitted during the review meeting.
13. The research work should be presented in at least one workshop/ conference/ seminar/ conclave (inside or outside the institutions) and a copy of the certificate of the same should be included in the dissertation.
14. Students should submit the dissertation/ project report on or before **25th March** of every academic year.


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STEPS INVOLVED IN PG DISSERTATION WORK

Guide allotment and Title of disseration work

The Project Guide and Title of dissertation work (Tentative) should be finalized on or before **5th August** of every academic year.

Ist PG Project Work Meeting to Finalize the Proposed Project Work

After identification of the research problem, outline of the proposed research work should be presented by the student in the Department with HOD and all faculty members on or before **31st August** of every academic year.

The Proposed Project Work of every student shall be forwarded by the Project Guide and HOD to the Dean of Research on or before **10th September** of every academic year.

Preliminary Work Report

Both soft and hard copies of the preliminary work report along with review of literature (including 10 research articles) should be submitted during the review meeting.

IInd PG Project Work Meeting for Evaluation of the Preliminary Work

The preliminary work (Review of literature, back ground of the work, proposed objectives and expected outcome) has to be presented by the student in a review meeting organized by the Head of the Department on or before **15th October** of every academic year.

Presentation of a paper in a workshop/ conference/ seminar/ conclave

The research work should be presented in at least one workshop/ conference/ seminar/ conclave (inside or outside the institutions) and a copy of the certificate of the same should be included in the dissertation

Submission of the dissertation

Students should submit the dissertation/ project report on or before **25th March** of every academic year.

* For Arts - 10 research articles (Scopus/ WoS indexed/ UGC-CARE list)


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