



Guidelines for Dissertation of MSW Part II (Paper-15)

Considering the unprecedented pandemic situation due to spreading of Covid-19 across the globe. It wouldn't be safe for our learners to be placed in NGOs, conduct field studies, and collect primary data in face to face mode as they can be exposed to risk of getting infected by Coronavirus. By considering the health and safety of our learners and keeping in mind covid protocol and restrictions of govt from time to time, Dept. of Social Work under the aegis of School of Professional Studies has develop a guideline for conducting / writing Dissertation (Paper 15) for learners of **MSW Part II**. The learners may be given options to carry out their Dissertation in following one ways:

- 1) Collecting & reviewing secondary data (*Review of Journals, Review of Research Articles, Literature Review etc.*) **OR**
- 2) They may take up case studies (*minimum 5 case studies*) through tele-conference, online mode etc. **OR**
- 3) May create questionnaires and mail it to the desired respondents **OR**
- 4) They may create google forms and collect the required data **OR**
- 5) Any other online mode as may be preferred by learners.

In case of statistical analysis, they may restrict the sample size to **30 (Thirty)**. The following chapters are to be included in the Dissertation (Report).

- ❖ Front Page / Cover Page (Should include Title of the Study, Name of the Study Centre, Enrollment No. and Roll No.)
- ❖ Introduction
- ❖ Review of Literature
- ❖ Objectives
- ❖ Methodology
- ❖ Data Analysis
- ❖ Major Findings
- ❖ Results and Discussions
- ❖ Suggestions / Recommendations
- ❖ Conclusion
- ❖ References / Bibliography
- ❖ Annexure (If applicable)

For Project Work, learners can do the followings:

- Conduct telephonic interview / survey.
- Prepare an online survey tool and collect data from concerned stakeholders
- Browse internet and read various online journals / resources
- Read Newspapers, Magazines, Books etc.

- Watch TV News
- Attend Webinars

The learners may carry out their dissertation work under the supervision and guidance of the internal faculties through email / tele phone or any other mode of online communication as preferred.

- ❖ **Sri Kalyan Kr. Sanyal** may supervise the learners from Study Centres under the jurisdiction of *Durgapur Regional Centres*.
- ❖ **Smt Kasturi Sinha Ghosh** may supervise the learners from Study Centres under the jurisdiction of *Kalyani Regional Centres* and remaining study centres under *HQs*.
- ❖ **Sri Monojit Garai** may supervise the learners from Study Centres under the jurisdiction of *Jalpaiguri Regional Centres*.

Kindly follow the CHECK LIST:

Before submission please ensure the following:

Do's	Don'ts
The E-Certificate of 'Online Workshop on Dissertation' must be attached with the Dissertation (Report) otherwise dissertation will not be accepted.	Do not copy / photocopy / duplicate dissertation of others, otherwise your reports will not be considered for evaluation.
Should prepare the Report by strictly following the guidelines. Should be neat, clean & easily readable, sequence is correct.	Pages not blurred and not dim; should not change between portrait and landscape.
It should be original report.	Similar title, data, writing in report should be avoided.
Dissertation must be typed either in English or Bengali and also saved in a single pdf format file (soft copy , within 10 MB of file size) by using your own enrollment no.	No handwritten / scanned report will be accepted. No multiple pages or file, combined in a single file pdf.
<p>The report must be written within 3000-5000 words (Approx. 10-12 pages in A4 size) within 10 MB of file size in single pdf format).</p> <p>The report should be completed within 31/12/2021.</p>	

For academic support you are free to write:

<p>Sri Kalyan Kr. Sanyal Associate Professor, Social Work Durgapur RC, NSOU E-mail: kalyan.kumar.sanyal@gmail.com</p>	<p>Smt. Kasturi Sinha Ghosh Asst. Professor, Social Work Kalyani RC, NSOU E-mail: kasturisghosh@gmail.com</p>	<p>Sri Monojit Garai Asst. Professor, Social Work Jalpaiguri RC, NSOU E-mail: monojit.garai@gmail.com</p>
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Please go to the following link to know the list of study centres under the three Regional Centres and the remaining centres come under the Headquarters.

1. Jurisdiction of Kalyani RC:

http://www.wbnsou.ac.in/about_us/regional_centres_kalyani.shtml#active_kalyani

2. Jurisdiction of Durgapur RC:

http://www.wbnsou.ac.in/about_us/regional_centres_durgapur.shtml#active_durgapur

3. Jurisdiction of Jalpaiguri RC:

http://www.wbnsou.ac.in/about_us/regional_centres_jalpaiguri.shtml#active_jalpaiguri

4. Consolidated list of Study Centres

http://www.wbnsou.ac.in/study_centres/20200121_List_of_LSCs_18-19.PDF

The learners are advised to be cautious not to fall in traps of unauthorised persons or not to allure by any illegal and unauthorised persons for preparing dissertation, assignments, and examination related matters in lieu of money.

Students are also advised not to share their Enrolment No., Roll No. Date of Birth etc. on social media like Facebook, WhatsApp etc. All the students are requested to maintain their own e-mail ID and registered Mobile No. (As have been recorded in NSOU) till the end of their completion of course.

For updated and authentic source of information kindly visit the following web portals only (www.wbnsou.ac.in, www.lms.nsouict.ac.in and www.nsouict.ac.in).

Sd/-
(M.Gari)

Sd/-
(K. Sinha Ghosh)

Forwarded by
Director(i/c), SPS