

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी مولانا آزاد प्रांच हे शनल उर्दू यूनिवर्सिटी अध्यान अध्य

(A Central University established by an Act of Parliament in 1998)

(Accredited with Grade "A" by NAAC)

COLLEGE OF TEACHER EDUCATION, Bhopal

كالج آف ٹيچرا يجو کيشن، بھو پال

15/07/2021

In-House Teachers' Professional Development Programme

(Development of Standardized Format & Structure of M.Ed. Dissertation)



Presenter:

Dr. Abdul Raheem & Dr. Khan Shahnaz Bano

COLLEGE OF TEACHER EDUCATION, BHOPAL कालेज ऑफ टीचर एजूकेशन, भोपाल मोलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी حولانا آزدویو نیموری آردویو نیموری MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

Accredited 'A' Grade by NAAC

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Date: 12.02-2021

Circular

All Teaching staff members are hereby informed that an orientation programme is scheduled to be held on 14.07.2021 at 11.00 in College Library on "Standardized format and structure of M.Ed. dissertation". The programme will be presented by:

- 1. Prof. Abdul Raheem and
- 2. Dr. Khan shahnaz Bano

The presence of all faculties is compulsory.

(Principal)

College URL: www.manuucoe.in/cte/bhopal University Website-www.manuu.ac.in



मौलाना आज़ाद नेशनत उर्दू यूनिवर्सिटी مولانا آزاد प्रांजी अंगाद नेशनत उर्दू यूनिवर्सिटी MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998) (Accredited with Grade "A" by NAAC)

COLLEGE OF TEACHER EDUCATION, Bhopal

كالج آف ٹیچرا یجو کیشن، بھویال



Required In Partial Fulfillment of the Requirement for the Award of the Degree of Master of Education

| Course Code | Course Title | Marks | Theory Credits | Teaching Hours | Practicum Credits | Working Hours | Internal Assessment | External Assessment |
|----------------|--|-------|----------------|----------------|-------------------|---------------|---------------------|---------------------|
| MMED 260CCP | Disseration-1: Colloquium on Research Proposal) | 50 | 0 | 0 | 2 | 64 | 50 | 0 |
| MMED 360CCP | Dissertation-II: Colloquium on Development of tool/s | 50 | 0 | 0 | 2 | 64 | 50 | 0 |
| MMED 460CCP | Dissertation-III: Research Report & Viva Voce | 100 | 0 | 0 | 4 | 128 | 00 | 100 |

Draft Formats of M.Ed. Dissertation

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| 35 | Mechanical Aspect/getup/outlook of the Research Report | 7 |
| 5 | Format of Abstract (M.Ed. Dissertation) | 8 |
| 6 | Sample Index (Research Proposal) Sample title Page (Research Proposal) | 9 |
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| 12 | Sample Certificate | |

M.Ed. کے سبجی طلبہ ایک تحقیق کرنی ہوتی ہے جو بسلسلہ جزوی بھیل برائے تحصیلِ سند ماسٹر آف ایجو کیشن کے لئے ضروری ہوتی ہے اور اسکی رپورٹ تحریری شکل میں دوسرے سال کے اختتام سے پہلے جمع کرنی ہوتی ہے جس کو Dissertation کے نام سے جاناجاتا ہے۔اس کے ساتھ دوصفحہ پر مشتمل Abstract بھی جمع کرنا ہے۔اس تحقیق کو کرنے کے لئے اس کاایک خاکہ تیار کیاجاتا ہے جس کو proposal برائے تحقیق کہتے ہیں۔

General Format of Research Proposal (M.Ed. Dissertation)

| n Urdu followed by English (please see the sample attached) | | | | | (Title Page) | سر ورق | |
|---|----------------|---------------|---------------------|--------------|--------------------------------------|---------|---|
| ردو اور انگریزی دونول میں ایک ساتھ (نمونہ دیکھنے) | | | | N. | (Index) | فهرست | |
| | (Introduction) | | | : تعارف | 1 | | |
| General introduction (without heading): background, origin of the problem, etc. In logical and coherence manner, supported by the quotes, previous studies in a running coherence. • May develop taking into account of variable-wise like achievement, anxiety, intelligence, concept mapping, problem solving method, etc. but confined only to certain limit as the variable will be defined conceptually and operationally under the head Definition of Terms • May develop be considering level/ type of education wise like primary/ secondary/ higher/ professional/ vocational, etc. • May develop taking into consideration sample specified like adolescent, women, students, teachers, etc. | | | | | 1.1 | | |
| Need/Justification/Rationale. Be very specific and relevant why have you taken this research | t, | X. | (Significan | ice of the | مطالعه کی اہمیت (study | 1.2 | |
| | | | (Res | earch Qu | estions) تخقیقی سوالات | 1.3 | |
| | | | (Stateme | nt of the | Problem) مسئلے کابیان | 1.4 | |
| Conceptual definition followed by the functional/ operational one | (Defi | initio | n of Terms u | يد (ised | مستعمل اصطلاحات کی تعرب | 1.5 | |
| | | 2 | (Objectives | s of the S | مطالعہ کے مقاصد (tudy | 1.6 | |
| for philosophical research it may not be there | X | (Hy | ypotheses of | the Stud | مطالعہ کے مفروضات (y | 1.7 | |
| مطالعہ کے حدود(Delimitations of the study) | | | | 1.8 | V) | | |
| ن طریقه کار (Research Methodology) | | | | | : تخقیقی | 2 | |
| | | (Rese | earch Metho | d & Desi | عتمقیقی طریقه اور خاکه (gn | 2.1 | |
| | N. Sec | | | | آبادی(Population) | 2.2 | |
| Presented through sampling framework/flowchart | | | | | نمونه(Sample) | 2.3 | |
| | (Samp | oling ' | Technique & | d Design | نمونه بندی کی شینک وخاکه (| 2.4 | |
| Dependent, independent, demographic, categorical, etc. | | | (Variables | of the S | مطالعہ کے متغیرات (tudy | 2.5 | |
| Very brief description of the tool (without heading): mention na publication year, publisher, for whom it is meant for (i.e., teache college teachers, school students, college students, etc.) | | | | ers, | مطالعہ کے آلات (pols of the study | 2.6 | |
| Describe in brief how the researcher is going to college the da | | | (Da | ata collec | معطیات کو جمع کرنا (tion | 2.7 | |
| Mention in brief the statistical techniques going to be used for the data (Statistical Technique) مشم اریاتی کلنیک | | 2.8 | | | | | |
| | | w ii | Proposed | Chapte | rs for Report Wri | ting | 3 |
| | | (| Introduction | تعارف (n | ول(Chapter-1) | بابا | |
| (Review of the | Related | 1 Lite | erature) اجازه | متعلقه موادك | : (Chapter-2) | بابد | |
| (Res | search M | 1eth c | کار (dology | متحقيق طريقه | رم (Chapter-3): | باب | |
| (Analysis and Interpre | etation o | of Da | غزیه و تشر ت (ata | معطيات كات | ہارم (Chapter-4): | باب | |
| (Findings, Implications and | Suggest | tions | ضمرات اور تنجاویز (| محاصلات،م | :(Chapter-5) | باب | |
| Alphabetical order in APA style | 1/23 | × j | | | (Bibliography) | كتابيات | 4 |

Format Research of Proposal (M.Ed. Dissertation) for Philosophical Research

| No change with respect to the general format (Title Page) ورق | | سر ورق | | |
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| No change with respect to the general format | | (Index) | فهرست | 7 |
| No change with respect to the general format except hypoth be necessary for the philosophical research | esis, it may not | (Introduction) | : تغارف | 1 |
| Based on the Theme of the Philosophy | (Research 1 | طریقہ کار (Methodology | : تحقیقی | 2 |
| Theory of reality (Meta) | ohysics, cosmolog | y) :Ontology (Reality) | 2.1 | |
| theory of truth/knowledge (Seman | tics, Logic) :Epist | emology (Knowledge) | 2.2 | |
| Theory of Values (Ethics - morality or goodness & | Aesthetics- beaut | ty) :Axiology (Values) | 2.3 | |
| Inductive logic/deductive logic, analytic/synthetic, criticism, speculation, reasoning, dialectic, thesis-antithesis, intuition, etc. Vertical Relationship: In ancient time, in medieval period and in modern period Horizontal Relationship: Three aspect of education: Aims/ Curriculum Teaching Process: (Nature of educant, methods of teaching, role of teacher, discipline, other related facts like administration, financing, etc.) | | | | |
| No change with respect to the general format Proposed Chapters for Report Writing | | | | |
| No change with respect to the general format | | (Bibliography) | کتابیات(| 4 |

برایات (Instruction):

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| | انگریزی فانٹ سائز (Font size) 12-13 اور فانٹ ٹائپ Times New Roman ہوناچاہئے۔ | • | 2. |
| | اردو فانك سائز 16-14 اور فانك ٹائپ Jameel Noori Nastaleeq موناچاہئے۔ | • | 3. |
| | لائن اسپینگ (Line Spacing) 1.5 اردو میں اور 1.5 انگریزی میں رکھیں۔ | : | 4. |
| | Bold کو Bold رکھیں۔ | | 5. |
| | نمبر کو Indo-Arabic form میں تکھیں ((0,1,2,3,) | • | 6. |
| For sub heading for the he | ading no. 1.1, if any, may be numbered as 1.1.1, 1.1.2, etc. | • | 7. |

General Format of Report Writing (M.Ed. Dissertation)

| TAKES TO SEE | | | Preliminary inform | ation : | .A |
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| | | | (Title Pag | مر ورق (e | |
| In Urdu followed by English (plea | se see the sample at | tached) | (Declaration | اقرارنامه (n | í |
| | | | (Certificate) | تفديق نامه | ii |
| | | و میں | (Acknowledgement | اظهار تشكر (| iii |
| | ردوميں | | (Optional) (Dedication | انتساب(on | iv |
| | ب ساتھ (نمونہ دیکھئے) | ا و اور انگریزی دونوں میں ایک | (Inde | فهرست (x | v |
| | | ومیں (نمونہ دیکھئے) | (List of Tables) | فهرست جدول | vi |
| | | ر در | (List of Figures) | فهرست جدول | vii |
| | THOUSE 16 | ومين | List of Abbreviation | s used | viii |
| | | M | ain Body of Research R | leport: | .В |
| | | (Intro | oduction) تعارف: (Chapter- | باب اول (1 | 1 |
| General introduction (without hea | ding): background, | origin of the pro | oblem, (Introduction) | 1.1 تعار | |
| etc. Need/Justification/Rationale | | (Significa | ه کی ایمیت (ance of the study | | |
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| | (Review of the I | Related Literature | e) متعلقه مواد کا جائزه (Chapter-1 | باب دوم (2 | 2 |
| Function/Objective/Significance of | | | (Introduction) | 2.1 تعارأ | |
| Review of related literature (mabe, in very brief 1 or in 1½ page) | (Importance of re | eview of related | اiterature) موادکے جائزہ کی اہمیت | 2.2 متعلق | |
| In chronological order; May a categorized as National and Into or otherwise, follow the chronol Researcher(s)' last name, year sample, sample size, sampling to Statistical technique, finding or present study also in running maras i, ii, iii, etc. | ernational but within ogical order , title of the study chnique in running of the study releva | n variable 7, design, matter nt to the | پر مواد جائزہ eview of related literatur | 2.3 | S. March St. A. |

| | | | 2.00 | | |
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| | رم (Chapter-3): مختیق طریقہ کار (Research Methodology) | بإبسو | 3 | | |
| 8 | تحقیقی طریقه اور خاکه (Research Method & Design) | 3.1 | | | |
| ŝ | آبادی (Population) | 3.2 | | | |
| i | Presented through sampling framework/flowchart (Sample) | 3.3 | 7 | | |
| P | نمونه بندى كى ئىينك وغاكه (Sampling Technique & Design) | 3.4 | X | | |
| i | Dependent, independent, demographic, categorical, etc. (Variables of the Study) | | | | |
| | a. General description of the tool (without heading): mention name of the tool, author(s)' name, publication year, publisher, for whom it is meant for (i.e., teachers, students, university teachers, college teachers, school students, college students, etc.) b. Reliability of the Test c. Validity of the Test d. Data norm table for interpretation of score (range) | 3.6 | | | |
| | معطیات کو جمع کرنا (Data collection) | 3.7 | | | |
| | شاریاتی کنیک (Statistical Technique) | 3.8 | | | |
| į | ارم (Chapter-4): معطیات کا تجویه و نشر ت (Analysis and Interpretation of Data) | بابچې | 4 | | |
| | organized & systematic presentation of the result of the analysis of the data in tabular form objective-wise and hypothesis-wise o followed by its interpretation, | 4.1 | | | |
| | acceptance/rejection of hypotheses Discuss and corroborate/support your finding/ interpretation by previous researchers/facts/information Heading 2 | 4.2 | | | |
| | Table should have table no. and table title If figure or graph, it should also have no. and title Heading 3 | 4.3 | | | |
| | (Chapter-5): محاصلات، مضمرات اور تجاویز (Findings, Implications and Suggestions) | باب پنج | 5 | | |
| | Give the Findings/Results objective-wise and point wise, no data description here, better to have either numbered or bulleted (Findings of the study) | 5.1 | | | |
| | Write down the changes that may be incorporated by the Govt., NGOs, schools/institutions, educationists, policy makers, administrators, teachers, parents, etc. in the light of your findings (Education Implication) | 5.2 | | | |
| | Give the suggestions for the further researches in the light of the delimitations given in the first chapter and better to be numbered (Suggestions for further Research) | 5.3 | | | |
| The Reference Materi | | | | | |
| | Alphabetical order in APA style (Bibliography) | كتابيات | | | |
| | Raw data Copy of the Tools used Any other relevant information/material which is not the part of/may not fit into the main body of the research report, but still relevant to it and | ضميمه ج | | | |

Format of Report Writing (M.Ed. Dissertation) for Philosophical Research

| No c | No change with respect to the general format Preliminary information: | | | | ion: | A |
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| | اب دوم (Chapter-2) : متحالة مواد كاجائزه (Chapter-2) : متحالة مواد كاجائزه (No change with respect to the general format | | | | | |
| | | (Research Methodo | C)؛ تحقیق طریقه کار (C | hapter-3) | باب سوم | 3 |
| | Theory of | reality (Metaphysics, | cosmology) Ontology | :(Reality) | 3.1 | |
| | theory of truth/knov | vledge (Semantics, Log | cic):Epistemology (K | nowledge) | 3.2 | |
| | Theory of Values (Ethics - morality | or goodness & Aesthe | ics- beauty) :Axiolog | y (Values) | 3.3 | |
| Inductive logic/deductive logic, analytic/synthetic, criticism, speculation, reasoning, dialectic, thesis-antithesis, intuition, etc. Vertical Relationship: In ancient time, in medieval period and in modern period Horizontal Relationship: Three aspect of education Aims Curriculum Teaching Process: (Nature of educant, methods of teaching, role of teacher, discipline, other related facts like administration, financing, etc. | | | | 3.4 | はないというない | |
| | (Analysis and Int | erpretation of Data) | Ch): معطیات کا تجزیه و تشر تک ased on the Theme o | | | 4 |
| Œ, | | Study of Personal L | ife & Work | | 4.1 | Ä, |
| | ganized & systematic presentation of the sult of the analysis of the data objective-se | Educational Though curriculum, method etc. | | 0, | 4.2 | |
| | | Relevance in the Pr | esent Educational s | ystem | 4.3 | |
| باب پنجم (Chapter-5): محاصلات، مضمرات اور تجاویز (Chapter-5): محاصلات، مضمرات اور تجاویز (No change with respect to the general format | | | | | | |
| 5 | | | | Chapter-5) | باب پنجم | 5 |
| 5 | | | l format | Chapter-5) Tence Mate | | 20 |
| No cl | | respect to the genera | l format The Refer | | rial: | 20 |

Mechanical Aspect/getup/outlook of the Research Report:

| Dissertation اردو میں Inpage یا MS-Word میں ٹائپ (Type) ہوناچاہئے۔ | | 1. |
|--|---|----|
| Title page, declaration & certificate single sided print and rest both side prints | 1 | 2. |
| انگریزی فانٹ سائز (Font size) 12-13 اور فانٹ ٹائپ Times New Roman ہوناچاہئے۔ | | 3. |
| اردو فانٹ سائز 16-14 اور فانٹ ٹائپ Jameel Noori Nastaleeq ہوناچاہئے۔ | 5 | 4. |
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| For sub heading for the heading no. 1.1 may be numbered as 1.1.1, 1.1.2, etc. | | 8. |
| Style of writing & Organization of material Language, punctuation: simple & short sentences, follow one style American/British Page No. (Main body and bibliography in Indo-Arabic No., acknowledgement & other may be in roman no.s), Table No., Title & style, Fig. No., title & style (charts/maps/graphs) | | 9. |
| Typing Preferences: Paper Quality, type, size (A4 size); Margin/Spacing/Numbering/bullets: Page, paragraph, line, character; Font type, size, style colour: Heading, subheading, running matter etc. | | |

*Note: Do not define the terms mentioned as the titles like what is research questions, why do we frame research question, what is hypotheses, what is research design, what are the type o research design, what is sampling techniques, what are its types, what is population, like wise. Rather write what is this in your present research. If somewhere you want to define and the same, be in brief.

لانوٹ: ندکورہ شر ائط کو عنوانات کے طور پر متعین نہ کریں جیسے تحقیق سوالات کیاہیں، ہم تحقیق سوال کیوں بناتے ہیں، مفروضات کیاہیں، تحقیق ڈیزائن کیاہے، تحقیق کی قسم کیا ہے، نمونے لینے کی تکنیک کیاہے،اس کے اقسام کیاہیں، آبادی کیاہے،وغیرہ۔بلکہ یہ لکھیں کہ یہ آپ کی موجودہ تحقیق میں کیاہے۔اگرآپ کہیںاوراس کی وضاحت کرناچاہے۔ ہیں تو مختصر اکریں۔

Format of Abstract (M.Ed. Dissertation)

ہدایات (M.Ed. :(Instruction) کے سبجی طلبہ کو Dissertation کے ساتھ دوصفی پر مشمل Abstract بھی جمع کرناہے جس کی عام ہدایات اور اہم نکات وفار میٹ مندر حدذیل ہیں:

. Abstract : 1 اردو اور اگریزی دونوں میں اور MS-Word میں ٹائپ (Type) ہوناچاہئے۔

. Abstract : 2 دو صفحه سے زیادہ نہیں ہو ناچاہے۔

ناچاہے۔ Times New Roman اور فائٹ ٹائپ 12 (Font size) ہوناچاہے۔ 3.

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.7. - نبركو Indo-Arabic form ميں تعميل (... , 1,2,3, ...)

| | English Version | Urdu Version אניפנו ליט | | | | | | |
|-----|--|--|--|--|--|--|--|--|
| 1. | Title | 1. عنوان | | | | | | |
| 2. | Introduction with review in 5-6 lines | 2. تمهيد و متعلقه مواد كا جائز: ه | | | | | | |
| 3. | Objective and Hypothesis | 3. مقاصد و مفروضات | | | | | | |
| 4. | Methodology | 4. طریقه کار | | | | | | |
| | 4.1 Method & Design of the study | 4.1 مطالعه كا طريقه اورخاكه | | | | | | |
| | 4.2 Population | 4.2 آبادی | | | | | | |
| | 4.3 Sample | 4.3 نمونه | | | | | | |
| | 4.4 Sampling Technique & Design | 4.4 طریقه نمونه بندی و خاکه | | | | | | |
| | 4.5 Variables –Independent and Dependent | 4.5 متغیرات: آزاد و تا بع | | | | | | |
| | 4.6 Statistical Techniques | 4.6 شارياتي علنيك | | | | | | |
| 5. | Major Findings in Brief | 5. انم محاصلات | | | | | | |
| 6. | Educational Implications | 5. انهم محاصلات 6. تغلیمی مضمرات | | | | | | |
| 7. | Name of the Student/Enrolment number/ Roll number | 7. طالب علم كانام / اندراج نمبر / رول نمبر | | | | | | |
| 8. | Name of the supervisor | 8. گران کا نام | | | | | | |
| 9. | Year of submission | リレ 9. | | | | | | |
| 10. | Number of Tables | 10. جد ول کی تعداد | | | | | | |
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مولاناآ زاد نیشنل ار دوبو نپورسی، حیدر آباد

Date of submission

عنوان عنوان عنوان عنوان



تخقيق مقاله

FIDUCATION, BILORAIL بسلسله جزوي بحميل برائح تحصيل سند

ماسٹر آف ایجو کیشن

طالب علم كانام

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WW.COLLEGE.

كالج آف ٹيچرا يجو كيش، بھوبال

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مولاناآزاد نيشنل ار دويونيورسني، حيدرآباد

Year of submission

Title of the Study



DISSERTATION

SUBMITTED IN PARTIAL FULFILLMENT OF THE REQUIREMENT FOR THE

AWARD OF THE DEGREE OF

MASTER OF EDUCATION

by

Name of the students

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