

Value Added Course - 2022-23
on
“Academic Research and Report Writing”
Department of Commerce, B.J.B. Autonomous College, Bhubaneswar

Course Objectives:

- To learn Principles and techniques of Report Writing for effective dissemination of the academic research findings.
- To write reports on various academic activities including research effectively and efficiently.

Expected Outcomes:

- Students will learn to develop and write a complete research paper (including an abstract, citations, references etc.).
- Students will learn how to find, evaluate, and use data for research.
- Students will improve the quality of research writing through the study of standard published research work in the respective majoring (specialized subject) areas.

Course Structure:

Duration: 30 hours

Target population: UG final year students

Student Strength: 30

Time Scheduled: In all working days

Mode of Teaching: Blended Mode (offline and Online)

Examination and certification:

- Examination on MCQ pattern consists of 50 questions of 100 marks (each carrying 2 marks) in two hours of duration.
- Certificate to be provided by the Department/Institution.

SYLLABUS

Unit-1: Introduction

Importance of the report writing in academics and research. Types of research papers, Structure of research papers, Research paper formats, Abstract writing, Methodology, Results

and discussions, different formats for referencing, Ways of communicating a research paper.

ASSIGNMENTS

Unit-II: Thesis writing

Structure of a thesis, Scope of the work, Literature review, Experimental/ computational details, Preliminary studies, Results and Discussions, Figures and Tables preparation, Conclusions and future works, Bibliography, Appendices, ASSIGNMENTS.

Unit-III: Tools and Techniques

Various word processors, MS Word and SPSS etc.. Making effective presentations using Power Point, Mendeley, Uses of online plagiarism detection tools. ASSIGNMENTS

Unit-IV: Miscellaneous Reports

Writing research proposals, Writings project proposals, Lecture notes, Progress reports, Utilization reports, Scientific reports etc. ASSIGNMENTS1. A Step-by-Step Guide to Writing Academic Papers, by Anne Whitaker September

Books and References:

- A Step by Step Guide to writing Academic papers, by Anne Whitaker September 2009
- On Writing a Thesis by CP Ravikumar, IETE Journal of Education, 2000
- Microsoft Office 2016, by Joan Lambert and Curtis Frye, Microsoft Press, Washington 98052-6399
- Research Report Writing: Craft it Well (Paperback, Dr. Praveena K, Dr. Radha P Thevannoor)
- Academic Research Writing Artistry Perfect Paperback- 14 December 2021 SrujanMJ (Author)
- Academic And Research Writing Unknown Binding - 1 January 2017By Kalyani Samantray (Author)
- Research Methodology, Methods, and Techniques by C.R. Kothari. Gaurav Garg 2023