

REPORT ON THE SIX-DAY VALUE-ADDED COURSE ON

Research Methodology – Beginner Level

Conducted between 16-22 March 2023



ORGANISED BY

**The Department of Computer Applications, St. Edmund's
College, Shillong**

In collaboration with

The Incubation Centre, St. Edmund's College, Shillong

Table of Contents

1. ACKNOWLEDGEMENTS	3
2. GENERAL INFORMATION.....	4
3. COURSE STRUCTURE.....	5
3.1 Course Description:.....	5
3.2 Programme of the Course:.....	5
3.3 Mode of conduct of the Course:	5
3.4 Grading Policy:	5
4. LIST OF REGISTERED PARTICIPANTS	6
5. ATTENDANCE	8
6. ASSIGNMENTS AND RESULTS	9
6.1 Methodology of evaluation:	9
6.2 Composition of assignments:	10
6.3 Results:	10
6.4 Recommendations:	11
7. FEEDBACK FROM STUDENTS	12
8. FINANCIAL STATEMENT	17
9. APPENDICES.....	18
9.1 Appendix A (Brochure).....	18
9.2 Appendix B (Geo-tagged photographs { screenshots } of the offline session taken during the course)	19
9.3 Appendix C (Template of the Certificate).....	22



ACKNOWLEDGEMENTS

The Department of Computer Applications and the Incubation Centre of St. Edmund's College, Shillong, are grateful for the support of **Br. (Dr.) Simon Coelho**, Principal-in-charge, St. Edmund's College, Shillong. The Course Coordinators would also like to extend their thanks to **Ms. Sarmistha Deb**, Head, Department of Computer Applications, for her enthusiasm while allowing the use of the department's resources for the six sessions.

Dr. Samrat Adhikari, Head, Department of Biotechnology, **Dr. (Capt). K. P. Pallavi Malhan**, Vice Principal (Academics), and **Prof. Sumit Deb**, Coordinator, Internal Quality Assurance Cell (IQAC), advised the Course Coordinators on the conduct of an inter-departmental and inter-disciplinary initiative which is aimed at expanding its reach to every department within the college.

A special thanks to Mr. Madhurjya Pratim Das, a sixth-semester Economics (Honours) student, for his steadfast interest in the course. **Ms. Priya Paul**, Technical Assistant, was – as always – stellar in her work, which allowed the precise documentation of this course.

GENERAL INFORMATION

- a. **Title of the Course:** Research Methodology – Beginner Level
- b. **Total Contact Hours:** 12
- c. **Date of Approval:** 13 March 2023
- d. **Opening of registration process:** 13 March 2023
- e. **Closing of Registration Process:** 13 March 2023
- f. **Mode of Registration:** [Online \(Google Forms\)](#)
- g. **Date for Commencement of the Course:** 16 March 2023
- h. **Conclusion of the course:** 22 March 2023
- i. **Duration:** 16 hours
- j. **Total No of Students Enrolled:** 29
- k. **Registration Fee:** Rs. 100/-

Course Coordinators: Reema Joshi, Lecturer, Department of Computer Application, St. Edmund's College, Shillong

Dr. Oliver Nelson Gonsalves, Research Facilitator, St. Edmund's College

- l. **External Speakers Involved:** None

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COURSE STRUCTURE

The subsequent sub-section will highlight various aspects of the course, such as Course Description, the Programme, the Mode of the conduct of this course and the grading policy.

3.1 Course Description:

This six-module Value-Added Course is designed to familiarise students with elementary research etiquettes and enlighten them on acceptable and ethical practices in the field of research.

3.2 Programme of the Course:

This course was divided into six modules. The modules were divided equally between the two course coordinators, with the focus on gradually introducing the participants to the idea of research. The programme of the course is listed in the table below:

Module	Title	Presenter	Hours	Date
I	Introduction to research	Reema Joshi	2	16 March 2023
II	Publishing the Right Way	Dr. Oliver Nelson Gonsalves	2	17 March 2023
III	Grasping the Craft of Scientific Communication	Dr. Oliver Nelson Gonsalves	2	18 March 2023
IV	Research Methodology: Challenges and Practices	Reema Joshi	2	20 March 2023
V	Plagiarism	Dr. Oliver Nelson Gonsalves	2	21 March 2023
VI	Data Collection and Analytical Skills for Research	Reema Joshi	2	22 March 2023

Apart from the six two-hour modules, four hours were allotted for the assessment of the students' assignments and their feedback on the conduct and *content* of the course. **All assignments received feedback** via the Learning Management System (Linways).

3.3 Mode of conduct of the Course:

An offline (physical) mode was followed for this course. The six modules were held in Room Number 91, in the Commerce Block of St. Edmund's College, Shillong.

3.4 Grading Policy:

Students were assigned the following grades, based on the complete course assessments.

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Marks	Final Grade
90-100	A+
80-90	A
70-80	B+
60-70	B
50-60	C+
40-50	C
Below 40	Needs improvement

LIST OF REGISTERED PARTICIPANTS

Serial No.	Enrollment No.	Full Name	Department	Semester
1	20/BCOM/036	Sarah Bose	Commerce	VI
2	20/BSWS/003	Ryan Sing Syiem	Bachelor of Social Work	VI
3	20/BSWS/014	Phidalumlang Kharkongor	Bachelor of Social Work	VI
4	20/BSWS/016	Shebareen Nongrum	Bachelor of Social Work	VI
5	20/BSWS/02	Mavariene R Kharlyngdoh	Bachelor of Social Work	VI
6	20/BSWS/024	Bharilang Kshiar	Bachelor of Social Work	VI
7	20/BSWS/026	Emiba Thabah	Bachelor of Social Work	VI
8	20/BSWS/035	Habiba Khanam	Bachelor of Social Work	VI
9	20/BSWS/047	Derimeka Kongwang	Bachelor of Social Work	VI
10	20/BSWS/048	Juman Kalita	Bachelor of Social Work	VI
11	20/ECON/054	Harshita Talukdar	Economics	VI
12	20/ECON/078	Madhurjya Pratim Das	Economics	VI
13	20/ENGL/048	Opanglemla Kichu	English	VI
14	20/GEOG/082	Anwesha Lodh	Geography	VI
15	20/GEOG/102	Ankita Das	Geography	VI
16	20/GEOG/289	Ananya Bhattacharjee	Geography	VI

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17	20/POLS/195	Anindita dev	Political Science	VI
18	20/SOCI/411	Dragila Molshoy	Sociology	VI
19	20/SOCI/403	Sareo Zasoon	Sociology	VI
20	20/SOCI/418	Hathoithiem Gangte	Sociology	VI
21	20/SOCI/424	Ayushmi Kashyap	Sociology	VI
22	20/SOCI/428	Kristi Kashyap	Sociology	VI
23	21/ECON/065	Yimsenna Jamir	Economics	IV
24	22/POLS/018	Eveyana Ashlee Lyngdoh	Political Science	II
25	22/POLS/034	Priyati Lyngdoh	Political Science	II
26	22/POLS/051	Dutre Maia Dkhar	Political Science	II
27	22/POLS/033	Sanaphi Samati	Political Science	II
28	22/POLS/054	Saphibanroi Shisha Susngi	Political Science	II
29	22/POLS/055	Nilisa Tariang	Political Science	II
30	20/ENGL/016	Channgayam Lungranwo	English	VI

Figure 1 (below) is a graphical representation of the list of registered participants:

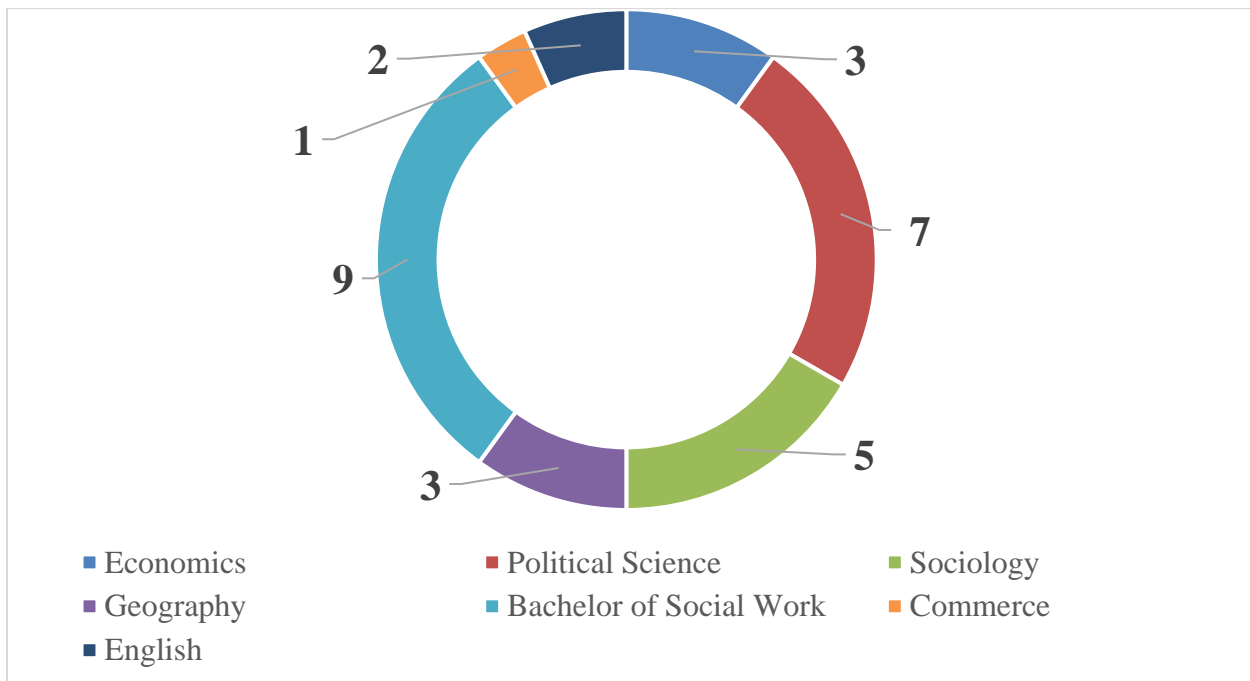


Figure 1: Subject-wise breakup of participants

ATTENDANCE

Sr. No.	Enrollment No.	Full Name	Semester	Total Hours	Attended (Hours)	Attendance (%)
1	20/BCOM/036	Sarah Bose	VI	12	0	--
2	20/BSWS/003	Ryan Sing Syiem	VI	12	0	--
3	20/BSWS/014	Phidalumlang Kharkongor	VI	12	0	--
4	20/BSWS/016	Shebareen Nongrum	VI	12	0	--
5	20/BSWS/02	Mavariene R Kharlyngdoh	VI	12	0	--
6	20/BSWS/024	Bharilang Kshiar	VI	12	0	--
7	20/BSWS/026	Emiba Thabah	VI	12	0	--
8	20/BSWS/035	Habiba Khanam	VI	12	0	--
9	20/BSWS/047	Derimeka Kongwang	VI	12	0	--
10	20/BSWS/048	Juman Kalita	VI	12	0	--
11	20/ECON/054	Harshita Talukdar	VI	12	0	--
12	20/ECON/078	Madhurjya Pratim Das	VI	12	12	100
13	20/ENGL/048	Opanglemla Kichu	VI	12	2	16.66
14	20/GEOG/082	Anwesha Lodh	VI	12	0	--
15	20/GEOG/102	Ankita Das	VI	12	0	--

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16	20/GEOG/289	Ananya Bhattacharjee	VI	12	0	--
17	20/POLS/195	Anindita dev	VI	12	0	--
18	20/SOCI/411	Dragila Molshoy	VI	12	0	--
19	20/SOCI/403	Sareo Zasoon	VI	12	0	--
20	20/SOCI/418	Hathoithiem Gangte	VI	12	0	--
21	20/SOCI/424	Ayushmi Kashyap	VI	12	0	--
22	20/SOCI/428	Kristi Kashyap	VI	12	0	--
23	21/ECON/065	Yimsenna Jamir	IV	12	4	33.33
24	22/POLS/018	Eveyana Ashlee Lyngdoh	II	12	2	16.66
25	22/POLS/034	Priyati Lyngdoh	II	12	4	33.33
26	22/POLS/051	Dutre Maia Dkhar	II	12	0	--
27	22/POLS/033	Sanaphi Samati	II	12	0	--
28	22/POLS/054	Saphibanroi Shisha Susngi	II	12	0	--
29	22/POLS/055	Nilisa Tariang	II	12	0	--
30	20/ENGL/016	Channgayam Lungranwo	VI	12	2	16.66

ASSIGNMENTS AND RESULTS

Assignments were disseminated during the course using a combination of the Learning Management System (LMS) and class presentations. These assignments were designed by the course coordinators to test the students on their understanding of the topics discussed during the various modules. All assignments were based on the *practical aspects* of course.

6.1 Methodology of evaluation:

Each assignment carried ten marks. In total, the three assignments were worth 30 marks. Marks from ALL THREE assignments were used to obtain a final percentage score.

Thus, if a student scored 28/30, then the final percentage was calculated as 93.33% (28/40 x100).

Only students who had scored a minimum of 40% and above are eligible for certificates (refer to Appendix B).

6.2 Composition of assignments:

Students were expected to upload on to the LMS their answers to TWO (out of the three) assignments. Since the relevance of publications is far less at the undergraduate-level, assignments focused on testing research and analytical skills. They were given two weeks to submit (upload) their answer scripts, which were evaluated by the Research Facilitator. Meanwhile, the class presentation was graded by Ms. Joshi.

6.3 Results:

The details of the marks scored and the final percentage attained is listed in the table below:

Sr. No.	Student ID	Full Name	A I	A II	A III	% of Marks	Grade
			10	10	10		
1	20/BCOM/036	Sarah Bose	0	0	0	--	--
2	20/BSWS/003	Ryan Sing Syiem	0	0	0	--	--
3	20/BSWS/014	Phidalumlang Kharkongor	0	0	0	--	--
4	20/BSWS/016	Shebareen Nongrum	0	0	0	--	--
5	20/BSWS/02	Mavariene R Kharlyngdoh	0	0	0	--	--
6	20/BSWS/024	Bharilang Kshiar	0	0	0	--	--
7	20/BSWS/026	Emiba Thabah	0	0	0	--	--
8	20/BSWS/035	Habiba Khanam	0	0	0	--	--
9	20/BSWS/047	Derimeka Kongwang	0	0	0	--	--
10	20/BSWS/048	Juman Kalita	0	0	0	--	--
11	20/ECON/054	Harshita Talukdar	0	0	0	--	--
12	20/ECON/078	Madhurjya Pratim Das	9.5	9	9	91.66	A+
13	20/ENGL/048	Opanglemla Kichu	0	0	0	--	--
14	20/GEOG/082	Anwasha Lodh	0	0	0	--	--
15	20/GEOG/102	Ankita Das	0	0	0	--	--
16	20/GEOG/289	Ananya Bhattacharjee	0	0	0	--	--
17	20/POLS/195	Anindita dev	0	0	0	--	--
18	20/SOCI/411	Dragila Molshoy	0	0	0	--	--
19	20/SOCI/403	Sareo Zasoon	0	0	0	--	--
20	20/SOCI/418	Hathoithiem Gangte	0	0	0	--	--
21	20/SOCI/424	Ayushmi Kashyap	0	0	0	--	--
22	20/SOCI/428	Kristi Kashyap	0	0	0	--	--
23	21/ECON/065	Yimsenna Jamir	0	0	0	--	--
24	22/POLS/018	Eveyana Ashlee Lyngdoh	0	0	0	--	--

25	22/POLS/034	Priyati Lyngdoh	0	0	0	--	--
26	22/POLS/051	Dutre Maia Dkhar	0	0	0	--	--
27	22/POLS/033	Sanaphi Samati	0	0	0	--	--
28	22/POLS/054	Saphibanroi Shisha Susngi	0	0	0	--	--
29	22/POLS/055	Nilisa Tariang	0	0	0	--	--
30	20/ENGL/016	Channgayam Lungranwo	0	0	0	--	--

Out of the 30 students who registered for the course, only one passed this course. Thus, **this course had a passing percentage of 3.33%**. Apart from the one student who submitted assignments, none of the students submitted any assignments (listed in the table above as AI, A II, and A III).

The final result was computed with the average of the three assessments and appropriate grades were assigned to the student. While the scores (marks) for two assignments (out of the three) were awarded on Linways, the grades were only included in the certificates.

6.4 Recommendations:

Based on observations from sections 5 and 6.3, this report submits the following recommendations:

- a. The active participation of only one student in this course cannot be glossed over. While the Course Coordinators chose to continue the course despite poor participation from the students, crucial lessons must be addressed. They are:
 - i. Dissemination of brochures: The brochure should be circulated *at least* two weeks prior to the start of the course.
 - ii. Scheduling of the course: Several other VACs, which were offered by other departments, were scheduled for the same time-slot.
- b. The performance of the lone successful student — although satisfactory — shows room for improvement. Exposure to journal articles and official databases will develop skills such as data-interpretation. Moreover, familiarity with these sources of knowledge will enhance students' understanding of new developments within the subject.

FEEDBACK FROM STUDENTS

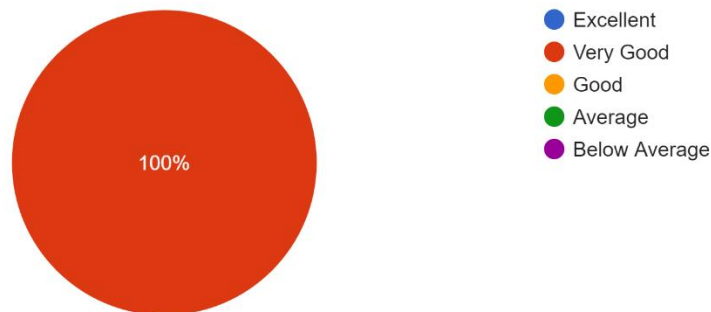
A Google Form was designed to assess feedback from the students. The link (URL) of this form is:

https://docs.google.com/forms/d/e/1FAIpQLSf0vKERqTSLKhWZygUEIyrZZ4qoa4nSTE52ZDm_gsMf2cbC0A/viewform?usp=sf_link

Out of the 61 students who registered for this course, only one student (who had submitted the assignments and passed this course) responded to the Research Facilitator's request for feedback. The analysis is depicted below.

To what degree did the course content meet your expectations?

1 response



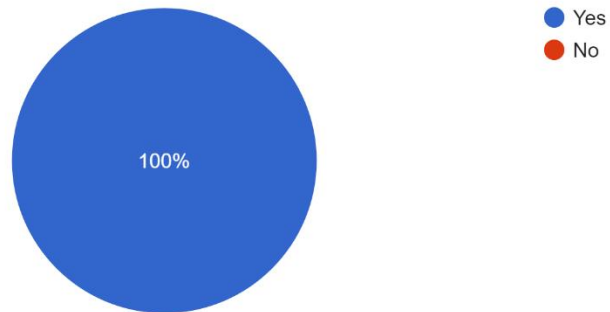
Please rate the course faculty.

1 response



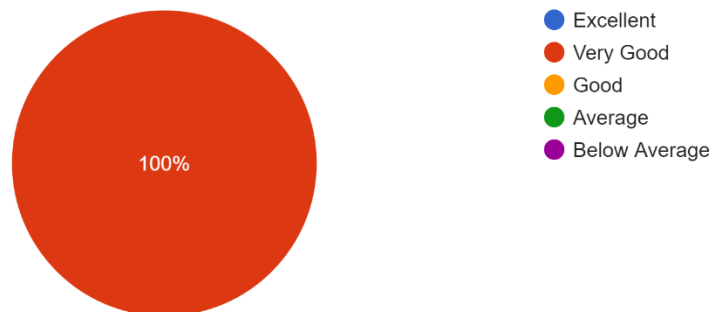
Were objectives of the course clear to you?

1 response



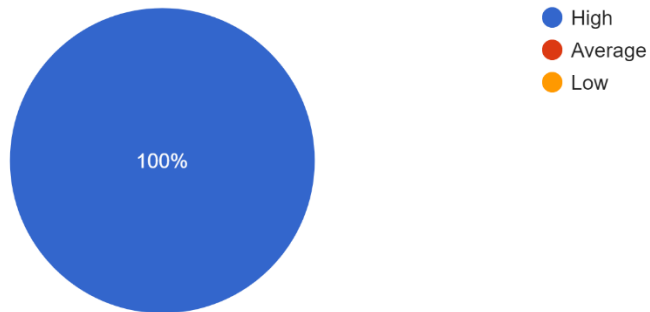
To what level did the course expose you to new knowledge and practices.

1 response



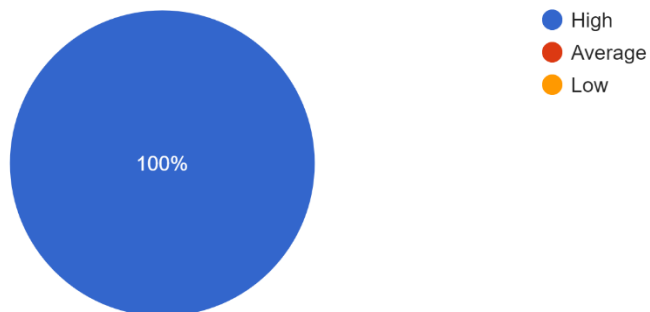
Please rate the relevance of the course.

1 response



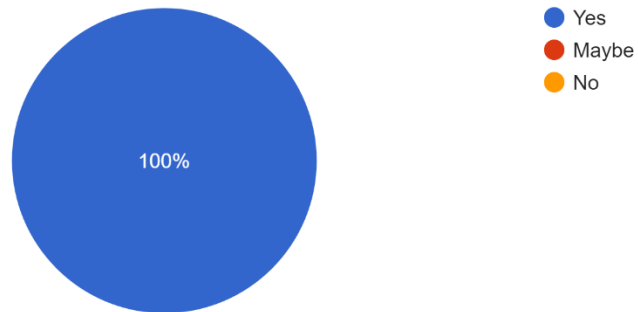
Please rate the usefulness of the course.

1 response



Would you recommend this course to others?

1 response



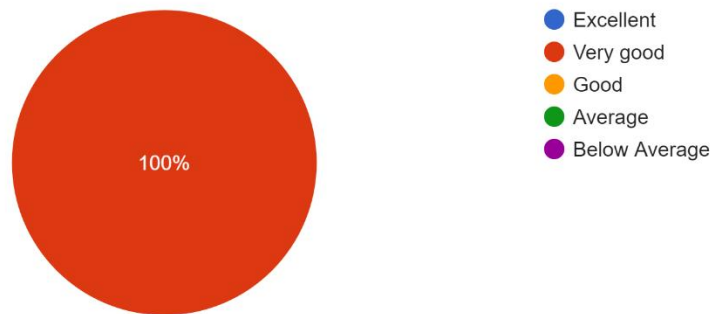
How would you rate the course overall?

1 response



The learning experience you had in this course was

1 response



Do you have any **SUGGESTIONS** for the Research Facilitator on how to improve this course?

- a. A good and well-structured introductory course on Research methods and tools. The class hours were highly interactive and informative. Both the professors are highly knowledgeable and it was fun as a student in attending their lectures.

8. FINANCIAL STATEMENT

The budget for the VAC is specified below:

Sl. No	Particulars	Amount
1.	Remuneration for the 2 teachers (6 classes X Rs. 250 X 2 teachers)	Rs. 3000/-
Total		Rs. 3000/-

A total of Rs. 100 was collected from each course participant which included the certificate printing cost.

APPENDICES

The following materials were used as supplementary material to enhance the merit of this course:

9.1 Appendix A (Brochure)



Value Added Course on *RESEARCH METHODOLOGY – Beginner Level *

Organised by the Department of Computer Application, in collaboration with the Incubation Centre, St. Edmund's College, Shillong.

Introduction

As higher education in India gradually moves towards a more holistic and interdisciplinary model, research – especially at the undergraduate level – has become the focus of capability-enhancement activities within Indian universities. It is being promoted to enhance the skill sets of Indian graduates and prepare them for opportunities in higher education and industry. Such an initiative not only requires familiarity with contemporary research practices but also an understanding of the “ecosystem of research” (National Education Policy 2020, 45).

Target Participants

The course is open for the students of ALL departments of St. Edmund's College, Shillong

Course Content

Content	Hours
Module I: Introduction to research	2
Module II: Research Methodology: Challenges and Practices	2
Module III: Publishing the Right Way	2
Module IV: Grasping the craft of scientific communication	2
Module V: Plagiarism	2
Module VI: Data Collection and Analytical Skills for Research	2

Objectives

This six-module Value-Added Course is designed to familiarise students with elementary research etiquettes and enlighten them on acceptable and ethical practices in the field of research.

Course Fees

Rs. 100

Presenter(s)

- ☐ Reema Joshi, Lecturer, Department of Computer Application, St. Edmund's College, Shillong.
- ☐ Oliver Nelson Gonsalves, PhD, Research Facilitator, St. Edmund's College, Shillong.

Assessments*

Each module will have short assignments based on the practical knowledge disseminated during the class. The results shall be graded accordingly with analysis of the feedback. Assignments and feedback will be circulated using Linways.

Mode

This course will be conducted OFFLINE

*Participants who have completed ALL modules of the 16-hour course (including assignments) will be provided with certificates

**Kindly note all correspondence will be through e-mail only

How to Apply

REGISTER HERE

For queries, please contact**

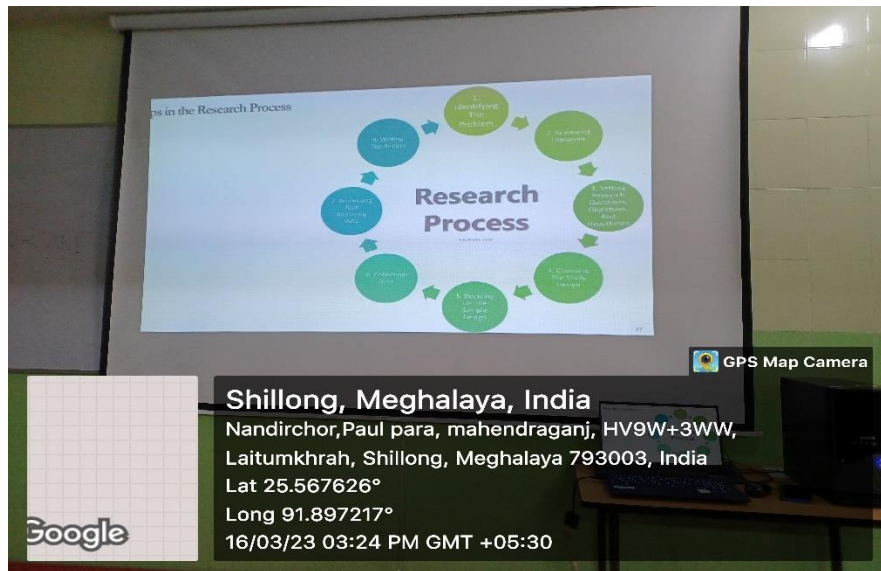
Oliver N Gonsalves, PhD
Research Facilitator
Incubation Centre
St. Edmund's College, Shillong
Email id:
secincubationcentre@gmail.com

Important Dates

Registration Opens	12 Mar 2023
Registration Closes	15 Mar 2023
Commencement of the Course	16 Mar 2023
Timings	2:00 – 4:00 p.m.
Module I	16 Mar 2023
Module II	17 Mar 2023
Module III	18 Mar 2023
Module IV	20 Mar 2023
Module V	21 Mar 2023
Module VI	22 Mar 2023

9.2 Appendix B (Geo-tagged photographs {screenshots} of the offline session taken during the course)

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9.3 Appendix C (Template of the Certificate)



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Shillong

CERTIFICATE OF MERIT

Awarded to
XXXXXX

For completing the six-day Value-Added Course on
Research Methodology – Beginner Level
with **GRADE A+**

This course was organised by the Department of Computer Applications,
in collaboration with the Incubation Centre, St. Edmund's College, Shillong
from 16 to 22 March 2023

Certificate ID: SECICVAC032023001

Dr. Oliver Nelson Gonsalves
Research Facilitator



Reema Joshi
Lecturer, Department of Computer
Applications

Prof. Sumit Deb
IQAC Coordinator

Br. (Dr) Simon Coelho
Principal-in-charge

Grade	A+	A	B+	B	C+	C
Marks	90-100%	80-90%	70-80%	60-70%	50-60%	40-50%