

# **Sh. L.N. Hindu College, Rohtak**

Affiliated to M.D.University, Rohtak  
A Post Graduate Co-Educational College, Bhiwani Road, Rohtak  
Accredited by NAAC with 'B' (2.74) Grade

## **Certificate Course in Research Writing Skills**

**Beneficiaries: PG Students**

**Duration: 30 Hours**

### **Objective of the Course:**

This course aims to provide the fundamental knowledge required for effective and result-oriented research writing. The course will focus on literature review, handling references using software and publication process. This shall help in enhancing the academic writing skills of the learner.

### **Learning Outcomes:**

- Students will be able to learn research writing and handling of references.
- They will be able to understand the content and how to make inferences on key important points.
- Students will be able to select correct interpretations and solutions to conceptual problems.
- Students will be able to present a topic of study in a field-specific language.
- At the end of the course students will be able to learn how to write a good research paper.

# Syllabus

**Theory Paper: 60 Marks**

**Practical: 40 Marks**

**Total Marks: 100**

**NOTE:** The examiner shall set nine questions in all covering the whole syllabus. Question No 1. will be compulsory covering all the units and shall carry six small questions of two marks each. The rest of the eight questions will be from all the units the examiner will set two questions from each unit out of which the candidate shall attempt four questions selecting one question from each unit. All questions shall carry 12 marks each.

## UNIT-I

### **To understand the importance of Academic Writing**

Sub-topics: Understanding the context of writing, ethical writing values and academic writing

### **How to Review the Literature**

Sub-topics: Presenting research questions, explaining objectives, quoting the article, mathematical expressions, tabular form

### **Focusing on Research Gap**

Sub-topics: Methodological issues and other research gaps

## UNIT-II

### **How to Write Research Proposals**

Sub-topics: Introduction, research gap, objectives, scope, uniqueness, importance and utility, social relevance, reviews, methodology, timeline and plan of action, budget, expected outcomes

### **Basic skills of research paper, review paper and thesis writing**

Sub-topics: understanding the topic, context and community; whom will it help

### **Understanding the Importance of Research Methodology**

Sub-topics: Origin of research, objective and problem, research design, research instrument, sampling and data collection, analysing data, visualise and communicating data

## UNIT-III

### **How to avoid Plagiarism**

Sub-topics: Similarity index, TurnItIn, Urkund, how and when to quote a source

**How to handle References:** Hands-on experience using Mendeley or Zotero

**How to avoid being Boring and avoid mistakes:** Develop interest towards the topic, presentation of data implications

## **UNIT-IV**

### **The final Checklist**

Sub-topics: Points to keep in mind while writing and giving final touch

### **How Journals work: the Review Process**

Sub-topics: Identifying the academic journals and conference, understanding blind review process

### **To target the research work to suitable journal and communicate for publication**

Sub-topics: Discovering the ecosystem of the community, finding essential papers and related papers.

## **Suggested Readings:**

- Earl R. Babbie. The Practice of Social Research Cengage Learning, 2012.
- Bell, Judith, Waters, Stephen. Doing your Research Project. McGraw-Hill Education (UK), 2014
- Kothari, C.R. Research Methodology. New Delhi: New Age International Publication. 2004.
- Sharma, F.C. Business Research Methods. New Delhi: Unique Printing Press.

**Note: Latest and additional good books may be suggested and added from time to time.**