



**SAVITRIBAI PHULE PUNE UNIVERSITY
DEPARTMENT OF COMMERCE**

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**Course work for scholars register for Ph. D in the Faculty Of
Commerce**

All the research scholars who are registered for Ph. D in the faculty of Commerce in Department of Commerce, Savitribai Phule University are hereby informed that they should register for course work with the Department of Commerce on or before **25th April, 2018**. In this connection, they should complete following formalities:-

1. They should submit their application in the prescribe format.
2. They should pay the fees as prescribed for the course work.
3. They should submit following documents :-
 - a. Letter of confirmation of registration issued by Research Centre and Topic Approval Letter issued by R. R. Committee Savitribai Phule Pune University.
 - b. No objection certificate from the institution / college in which the scholar is working. (If employed)
 - c. Letter from guide.
4. The candidate will have to complete the course work as per the rules and the directions given by the Director / Course Coordinator from time to time.
5. A declaration as to the adherence of the rules regarding discipline should be given by the candidate in the prescribe format.
6. It is mandatory that every candidate has to submit all necessary assignments, projects and any other activity which is a part of the coursework.

**Dr. D. R. Mane
Head
Department of Commerce**

Note:- The course work is compulsory only for those scholars who are governed by new Ph. D guidelines & registered after 15/07/2009

COURSE WORK

(May, 2017-18)

RULES REGARDING ATTENDANCE

- 1) A candidate undergoing course work has to complete the required learning hours.
- 2) Kindly adhere to lecture schedules and timings of the classes.
- 3) Please cooperate to maintain proper records of attendance.
- 4) Kindly observe instructions given by the time table schedules as per course coordinators.
- 5) Separate notices will be issued in case of special lectures or changes in time table.

ASSIGNMENTS

The participant scholar shall have to submit assignment as follows.

Subject Title	No. of common assignment	No. of individual assignment
Research Methodology	02	02
Research Area	02	02
Statistical Techniques and Computer Application	02	
Total Assignments		10

Note: The scholar is expected to submit assignments as per the instruction given by the course coordinator.

Rules regarding evaluation of assignments

- 1) All assignment should be typed on A4 size paper with 12" font, double space.
- 2) The last date of submission should be properly followed.
- 3) Assignment of research methodology & statistics should be submitted to course coordinators.
- 4) Project should be submitted to course coordinator.
- 5) Assignments in are to be submitted to course coordinator.
- 6) The scholar should specifically mention his/her name research centre & name of the guide on the assignments.
- 7) Assignments should not be submitted on loose sheets.

Rules regarding presentations

Each scholar will have to give minimum two presentations related with and topics given by the course coordinators.

The presentation shall be done as per norms given below:

- 1) Each presentation shall be made on Power Point Presentation
- 2) A copy (soft + hard) shall be submitted by the scholar
- 3) The presentation can be either in English/Marathi

- 4) The Power Point Presentation should last for nearly 10-12 minutes.
- 5) It shall be evaluated by a panel of experts.

The norm of evaluation shall be as follows:

- Contents
- Approach
- Depth
- Insights gained
- Convincing ability
- Communication skill

PROJECT WORK

The scholar shall have to complete one project exhibiting his research insights & depth of understanding. The norms for research project are as follows:

- 1) The project shall be either based on the focus area of research or specialization opted by the scholar.
- 2) It can be on major theme of the broad subject area of specialization.
- 3) It should exhibit research ability of the scholar.
- 4) It should have basic data and the research based contents.
- 5) It should exhibit analytical ability of the scholar.
- 6) It should be presented before the coordinator with the help of the Power Point Presentation.
- 7) A soft & hard copy of the project should be submitted to the coordinator.

Note: - *A scholar can submit the assignments & presentations either in Marathi or English.*

COURSE WORK

(Operational aspects)

The course work for Ph. D. programme in the faculty of commerce shall be implemented as follows.

- 1. The total duration of the course work shall be 300 hours.**
- 2. The revised course structure for Ph. D Course work shall be as follows:**

The total number hours for course work shall be 300 hours. The distribution shall be as follows:

Sr. No.	Activities	Learning Hours
1	Learning	75 hrs.
2	Seminars (3 seminars)	30 hrs. (10 hours per seminar)
3	Presentation (3 presentations)	45 hrs. (10 hrs. per presentation)
4	Panel Discussions (3 panel discussions)	50 hrs. (10 hours per Panel Discussion)
5	Research Paper writing (2 research papers per scholar)	50 hrs.
6	Library work	70 hrs.
Total		300 hrs.

It is mandatory that all the participants must attend the course work and comply with the necessary requirements of the Course Work. The conceptual and learning hours shall be distributed as follows:

Learning Activities	Contents of Activities
Conceptual	<ol style="list-style-type: none"> 1) Nature of Scientific methods and its application to social phenomenon and nature, allotment of a small field study to the participants. 2) Types of research: Historical, Analytical, interdisciplinary, Evaluative, participative and action research. 3) Steps in the process of research- Problem selection, formulation and planning: how to write a proposal. 4) Types of research design: Exploratory, diagnostic, descriptive, 5) Types of research design: Experimental; control group & Experimental group; Ex-post facto Research Design. 6) Concepts in Research: Variables, Attributes, 7) Hypotheses: Concept & Types of Hypotheses, Formulation of hypothesis, testing of hypothesis. 8) Tool of data collection: primary & secondary-questionnaire, types and formats 9) Schedule, interview, observation 10) Qualitative and Quantitative Research Designs – Ground Theory, Case study 11) Participatory research 12) Ethnomethodology Perspective

	13) Phenomethodological perspective 14) Case Study Method 15) Content Analysis
Application	1) Universe, nature & types of sampling: Probability sampling: simple random sampling, proportionate and disproportionate stratified random sampling, cluster sampling. 2) Non-probability sampling: accidental sampling, quota sampling, purposive sampling, snowball sampling. 3) Descriptive statistics: measurement of central tendency, dispersion, skewness, kurtosis, regression and correlation 4) Measurement of correlation: Karl Pearson's correlation and rank correlation 5) SPSS 6) Statistical Inference: Point and Interval estimates, parametric and non-parametric test (Chi-Square, Test of differences, Significance and freedom) 7) Analysis of variance and co-variance: one way and two way classification 8) Rating Scales: Osgood, Bogardus 9) Rating Scales: Thurston; Likert; Guttman
Presentations	1) Report Writing 2) How to write an academic research paper 3) References in report writing (style sheet) 4) Field report presentation

1. *The Department of Commerce, Savitribai Phule Pune University charged **Rs. 9,500** /- as fees for **Ph. D. Course Work** through the Demand Draft in the favor of **'Finance & Accounts Officer, Savitribai Phule Pune University, Pune - 411 007'**. A candidate shall have to pay the fees in full to the concerned **Research Centre** where the course work is conducted.*

2. Exemption to scholars from course work:

All exemption shall be granted as per UGC& University of Pune guidelines.

3. The centre shall be permitted to charge the fees for the course the fees for the course work as per Savitribai Phule Pune University, Pune - 411 007. The course work will start tentatively in 2nd May, 2018. If there are any changes, center shall communicate to the candidate.



SAVITRIBAI PHULE PUNE UNIVERSITY
DEPARTMENT OF COMMERCE

(Application for Course Work in the Faculty of Commerce)

Name of the scholar

Surname Name Father's/Husband's Name

Qualification:

Qualification	Year	Percentage	University	Specialization
M.Com				
M. Phil				
NET/SET				

Institution:

Name of the Institution : _____

Address :- _____

E-Mail :- _____ Telephone(Office): - _____

Residential:

Residential address :- _____

Email :- _____ Mobile No :- _____

Specialization opted :- _____

Title of the Topic :- _____

Date of Registration :- _____ Registration no :- _____

Name of the Guide :- _____

Research Centre :- _____

Place: -

Date: -

Signature

Undertaking from the Coursework participants

I agree to pay the fees for
Course work of Rs..... (As per
university rule)

I also agree to pay additional fees if the university declares the revised fees structure. I also agree to abide by all the rules, guidelines and regulation governing the course work. I shall attend all the classes punctually and regularly. I shall abide by all the rules of discipline and conduct of course. I shall observe due diligence in fulfilling the requirements of course work.

Date: -

Place: -

(Name of the scholar)

(Signature)