



विश्वभारती / VISVA-BHARATI
केंद्रीय पुस्तकालय / CENTRAL LIBRARY
विश्वभारती लाइब्रेरी नेटवर्क / (Visva-Bharati Library Network)

Memo No. CL/ 094 /2025-26/(RPE)

Date 02/05/2025

**Research Publication Ethics (RPE): Paper – IV
Common Paper for the Ph. D. Course Work – 2024-25**

NOTICE: Internal Assessment (last date of submission 21 May 2025)

All the Ph.D. Course Work candidates those are supposed to attend Course Work Final Examination for the session 2024-25 are requested to submit a research proposal based on the following guideline on their tentative research topic or any interested topic within 2000 words through hardcopy for the evaluation of internal marks of the Common Course Work paper (IV).

Place of Submission – Physically by the candidate at the Office of the Central Library, Visva-Bharati, Santiniketan.

Date of Submission – from **07 May 2025 (Monday, 10.30am) to 21 May 2025 (Wednesday 6.00pm)** (No submission will be entertained after the last date and any other mode i.e. mail/courier/post/messenger, etc. as candidate have to sign for this submission being part of examination)

Full Marks of Internal Assessment – 10 (ten)

Principals of the Bhavana and HODs are requested to intimate to the concerned candidates of the respective Bhavanas and Departments.

The intimation on Internal Assessment has already been communicated to all the candidates through individual mail and concerned WhatsApp group on 02 May 2025.

The entire issue of examination [Internal Assessment (10 marks) and Written Examination (40 marks)] on RPE (Paper-IV) has been communicated to the prospective candidates during the classes.

Coordinator, 'Research Publication Ethics' (RPE: Paper – IV)
(Common paper for PhD Course Work) and
Librarian, Visva-Bharati
Santiniketan

Internal Assessment (Full Marks: 10)
Paper – IV [Research Publication Ethics (RPE)]
Common Course Work Paper for the Ph. D. Scholar, Visva-Bharati
2024-25

The guideline of submission of research proposal for internal marks is noted below, and all have to follow properly.

Guidelines to write an effective research proposal

A research proposal should clearly describe the idea or question and the expected outcomes of the study. It is a highly structured document that explains the research topic and presents the plan to investigate a specific inquiry.

1. **Cover Page:** This page having a heading “Research Proposal submitted for Internal marks for the Paper –IV (Research Publication Ethics) for PhD Course Work for the session 2024-25” and then this may contains, proposed Title of the Research Proposal, Name of the candidate, Logo of Visva-Bharati, name of the Department, Bhavana, Exam Roll No. and or Registration No. And or candidate application ID no. (eleven digit) and date of submission.
2. **Research synopsis:** It should include the following points -
 - i. **Introduction:** Discuss the concepts/ideas of your research inquiry. Include a summary of the current knowledge in your research area.
 - ii. **Background information:** Describe key details about the rationale of your research proposal and also provide the contextual information that may help others to understand your study more efficiently.
 - iii. **Literature review:** A summary of published literature, including journal articles, books, and other academic documentation related to your research work. This section should explain where gaps in knowledge are.
 - iv. **Develop research questions:** Research questions are concise statements in the form of a question aiming to study, and the said research study expects to provide answers.
 - v. **Statement of the problem:** It refers to an issue, difficulty, or gap in knowledge that will be addressed in the study.
 - vi. **Objectives/ Aims of the study:** State a concise and clear outline that defines the purpose of the study to be undertaken. It is an essential part and central idea of the research work.
 - vii. **Significance of the study:** It is a statement that explains why your research work is needed, i.e., the anticipated benefits of conducting the study. It describes the justification of your study's importance and impact on the research field.
 - viii. **Hypotheses:** It is a prediction statement and a tentative solution to a problem. It means before finding the study's final results, we will formulate a hypothesis based on the issue of the research work. This is not compulsory for all research proposal.
 - ix. **Research methodology:** State how you will reach your objectives/ aims of the study. It is the outline of the process of the study to be undertaken; the equipment will be used, data collection strategies (including designing of questionnaires and data collection), and finally, data analysis techniques to be applied.
 - x. **Tentative chapterization/ organization of the thesis:** present a tentative name of chapters and organize them in logical order.

- xi. **Scope and limitation:** Scope refers to the coverage to which the research area will be explored in the study, and limitation is used for constraints that impact the ability of the researcher to study the scope of the study effectively.
- xii. **Conclusion:** Summarize all previous information and highlight the importance of your proposal.
- xiii. **References:** References and citations to any sources used in the proposal must be enlisted following any International standard referencing and citation style.

Proposal will be in hand writing or typed in 'Times New Roman' as font type with 12 size text (Heading size 16, sub-heading size 14). Line spacing will be 1.5 with all side 1" (one inch) margin. Reference will be based on any International Style of Citation (APA, MLA, Chicago or others) and need to be mentioned clearly in the methodology. Use A4 size general paper with channel file and not to use any costly paper or file. As stated in the classes, during evaluation methodology, presentation and arrangement of text will be given priority.

Each and every candidate physically needs to come to the Central Library and put their signature in the concerned list after submission of the same with date. Therefore, sending copy through post/courier/messenger/friend will not be entertained/accepted.

Submission may be done **from 07 May 2025 (Monday, 10.30am) to 21 May 2025 (Wednesday 6.00pm).**

This is part of the course evaluation and submission physically by the candidate is compulsory as they have to sign in the office record against the submission. No excuse for 'non-submission' will be entertained after the last date. Further, if any candidate is failed to submit Internal Assessment within the last date, then he/she will not be allowed to attend in the final examination, as usual practice of examination.

Expected date of special Classes may be 13/14 or 14/15 May 2025 (from 2.30 pm to 5.30 pm) and will be notified soon.

Expected date of Final examination of this paper may be the last week (may be last Monday) of May 2025.



Coordinator, 'Research Publication Ethics' (RPE: Paper – IV)
(Common paper for PhD Course Work) and
Librarian, Visva-Bharati
Santiniketan