
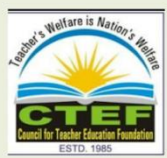





**Proceedings of the Seven Days On-Line International Faculty Development Programme
on
Resource Mobilization-local to Global from Monday, 08.02.2021 to Sunday 14.02.2021**

 	<p>GHG KHALSA COLLEGE OF EDUCATION, GURUSAR SADHAR, LUDHIANA (Under Paramarash Scheme of UGC) Organizes SEVEN DAYS FACULTY DEVELOPMENT PROGRAMME On RESOURCE MOBILIZATION-LOCAL TO GLOBAL (Monday, 08.02.2021 to Sunday 14.02.2021)</p> <p>In Collaboration with COUNCIL FOR TEACHER EDUCATION FOUNDATION (Punjab and Chandigarh Chapter), BOMBAY TEACHERS' TRAINING COLLEGE, A Constituent College of HSNC University, Mumbai & THE BEST HEALTH SOLUTIONS, JOHANNESBURG, SOUTH AFRICA</p>	  
--	---	---

E-platform: ZOOM APP and college YouTube channel www.youtube.com/GHGKCE

GHG Khalsa College of Education Gurusar Sadhar, Ludhiana organised Seven Days on-line International Faculty Development Programme on *Resource Mobilization-local to Global from Monday, 08.02.2021 to Sunday 14.02.2021*, under UGC PARAMARASH Scheme under Mentor-Mentee scheme of UGC. This FDP was a collaborative effort of GHG Gurusar Sadhar and BTTC Mumbai with Council for Teacher Education Foundation & The Best Health Solutions Johannesburg, South Africa. More than 400 Participants from all over India and overseas have registered for it and almost all have attended the sessions on Zoom and YouTube. Through this FDP we focused to empower our participants to explore various areas of inter-disciplinary quality research collaboration and avenues of funding for research projects.

Day 1

Seven days FDP was started with the inaugural address of **Dr. Khushwinder Kumar (Principal, MM Modi College) & President, CTEF (Punjab and Chandigarh Chapter).**

Dr Khushwinder Kumar in his inaugural address reviewed the Challenges being faced by Higher Education Institutions citing special reference to Research which probably is the need of the hour. Sir mentioned that post pandemic, tremendous changes are being witnessed in the field of education and as such there is a need to refocus and rethink about research. In the last budget 0.69% GDP has been allocated for research which probably seems too meagre even in comparison to under developed nations while in the present budget it is almost negligible. A more comprehensive approach is needed in the field of education. More discovery based learning is required at school level. Scientific method/ critical thinking/creative thinking skills need to be imbibed in school education. In fact a link between school education and

higher education is presently required. Human beings are a biological entity and there is a need for a balance in cognitive, affective and psychomotor domains. We need to analyse the contention of these e-platforms. Referring to the theme of the FDP-Resource Mobilization-Local to Global Dr. Khushwinder deliberated that NEP 2020 has talked of NRF. However, modalities about Research funding needs to be clarified as submissions of proposals shall be more competitive in order to make it more qualitative and decisive. Sir concluded with the suggestion that Education sector needs to collaborate with the corporate sector and develop fine linkages in order to do better in the field of research.

Resource person for Day I of the Faculty Development Programme Mr. David Mnkandla (Milpark Business School, South Africa) deliberated on the followings themes:

- I. Unpacking Resource Mobilization
- II. Art of Proposal Writing
 - I. Unpacking Resource Mobilization

Outline of his Presentation

- Defining Resource Mobilization for Community based organizations
- Key aspects of resource mobilization
- What anchors or undergrads resource mobilization.
- Highlighting resource mobilization strategies
- Challenges in resource mobilization

Mr. David started his deliberation by defining resource mobilization as the process that seeks to achieve the mission of the organization by harnessing all relevant enablers/resources internally and externally. Further he elaborated that resource mobilization is a gamut of continuous and deliberate activities involved in securing new and additional resources for organizations or social groupings'. Resource mobilization is not necessarily fund-raising, but fund –arising is a critical aspect of resource mobilization. It is a strategic management function of any organization or entity.

Purpose & Importance of Resource Mobilization:

The purpose of resource mobilization is to identify and always avail resources necessary to achieve long and short term strategic goals. Resource Mobilization is critical to any of the organization for varied reasons:

Firstly it is the engine of the organization's adaptive capacities-planning and budgeting. Citing examples from the industrial revolution, COVID pandemic he emphasized on the

importance of Resource mobilization. Secondly it promotes organizations' relevance to different target population groups. Thirdly it anchors organizational sustainability and broadens the resource base. If Resource Mobilization of the organization is poor the sustainability of that organization stands on a sandy ground. Lastly without good Resource Mobilization strategy, scaling up services and their improvement becomes a nightmare. It drives improvement and scale up of services.

To implement the vision of the organization not only fund raising but other appropriate strategies are required. Mr. David explained the key resources in Resource mobilization as Human Resources, Material resources, Finance and Knowledge.

In the next part of presentation he discussed the key aspects of mobilization as defining and crafting coordinated approaches by management and clearly soliciting, harnessing and acquiring utilization strategies. Further he emphasized that each organization identifies potential sources of resources needed-, have a database that is clearly categorize, develop relevant proposals that are aligned to the organizational vision, mission and strategy Another important aspect is that each organization has appropriate skills to drive the processes

Mr. David focused on anchors/undergirds resource mobilization as per following:

These are organizational strategy, communicating prospecting and robust social capital. Organizational strategy development in other words organizational visioning involves integrating resource mobilization into the organization's vision, mission and goals and putting in place internal systems and processes that enable the resource mobilization efforts.

Major aspect for an organization for Resource Mobilization is Credibility

Resources should to be Credible and entrusted

- Organizational credibility – the organization must be trusted
- Good institutional systems – control mechanisms
- Good corporate governance – oversight and stewardship

Further Mr David pondered on the fact that Why is resource mobilization always critical?

- It is about key organizational functions, sustainability, relevance, pragmatism
- The ever changing and fluidity of dynamics for resourcing
- The need to keep an eye on new technology and challenges
- Funding focus amongst many sources tend to change rapidly
- Mechanisms and channels for attracting resources keep on changing in line with a plethora of global socio-economic development.

- All organizations need to give more careful consideration to their sustainability, in a context where it is no longer “business as usual”.

Another very important aspect discussed was Sustainability i.e. the ability of an organisation to develop resilience in its organisational structure and to secure and manage sufficient resources to fulfil its mission effectively and consistently, over time, without excessive dependence on any single funding source. Further he emphasized Resource mobilization must always support these key streams of sustainability:

1. Institutional
2. Financial
3. Programmatic

Addressing the important Steps for Resource Mobilization, Mr David delineated the following steps:

1. Developing a Strategic plan (including a resource mobilization strategy).
2. Identify the resource requirements in line with the strategic plan
3. Mapping sources of different resources and identification of required resources for projects.
4. Comparing what is need and what is available to determine the gaps
5. Identify potential sources of needed resources
6. Outlining the best strategies for approaching stakeholders (donors and partners)
7. Outlining monitoring and review mechanisms
8. Documentation and dissemination of all activities.

In Resource Mobilization it is important for the organization to decipher the Fundraising strategies- Recognize the previous Donors or identify the new donors, showcase their performance and show that the organization is very serious and concerned about the donors, document most significant changes and connect to social media apps.

Mr David concluded his deliberation by putting forth facts of Success to Resource Mobilization i.e. develop new partnerships and relationships, Nurture and maintain relationships and reassert the value of donors by various strategies and Thank donors, staff and partners involved.

Citing the Benefits of resource mobilisation strategies, Mr David emphasized that resource mobilization provide the basis within which an organization can evaluate, explore and understand its capacity to self-sustainability and growth and provide a framework within which the stakeholders can continuously monitor, evaluate and improve on the strategy’s degree of efficiency and effectiveness

II. ART OF PROPOSAL WRITING

Mr David focussed that PROPOSAL WRITING is a critical skill that makes soliciting more successful in resource mobilization

- Outsource if possible.
- Requires identification of good grant opportunities and responding with precision in line with key requirements
- Always build a strong case for your organization, but in line with set priorities and your vision
- A good proposal has a sound technical approach that clearly demonstrates that is in sync with the prospective funder.
- Use evidence to support your organizational performance and write convincingly.

In the end he shared some Internal and External Challenges in Resource Mobilization

Internal Challenges: Limited staff and governance, Inadequate networking skill, Lack of strategic and operational plans speaking to resource mobilization, the founder syndrome – limits horizons and Poor organizational branding and use of appropriate tools like social media.

External challenges: Donor priorities not linked to organizational ones, competition from other like-minded organizations, Donor restrictions, Lack of enabling environment – country rules may prohibit, Donor preferences etc.

Day 2

On the second day of the faculty development programme, the esteemed resource person was **Dr. Ndumiso Tshuma, Public Health specialist from The Best Health Solutions, Johannesburg, South Africa. He deliberated on the following themes**

- Responding to Calls for Proposals
- Local and International Funding Sources”
- Human Resources: Local and International Collaborations

He focused on the financial aspect as a key resource in the resource mobilization process. To begin with he talked about the grant writing process and illustrated the various aspects which should be kept in mind while responding to the proposal call. After identifying the needs and focus of the area to be researched, the researcher should try to find about the prospective grants which are being offered. Then he should develop a general proposal and also calculate

the budget involved in it. A specific proposal has to be prepared and this proposal should be prepared before the deadline. Sticking to the deadlines is very important while writing a grant proposal which really affects the acceptance or rejection of the proposal.

The terms of reference mentioned in the proposal/ eligibility criterion has to be understood, a team should be formed comprising of people who can be really cooperative and useful in the completion of the proposal. While recruiting manpower collect CVs of the members and go through them carefully. Collaboration and team work are very important while undertaking a proposal. Allocation of roles should also be rightly done for the success of the project.

Further he talked about using right terminology, technical approach which is known to the entire team. The timelines should be checked and steps should be specified accordingly. After the completion of the proposal ask for suggestions from all involved. Development of MOU is also important to avoid any conflict which may arise between the institutions or people collaborating for the project.

He then deliberated on how to unpack the technical approach to be adopted while undertaking the project.

- **Significance of the project:** A mapping exercise should be undertaken to study the available human resources to decide for collaborations. According to the needs of the community and demands of the project a sensible structure can be developed for the project and accordingly collaboration can be established.
- **Innovation:** The theory of innovation is a critical aspect in acceptance and rejection of the proposal. You need to think out of the box. New ideas which can bring about improvement in the previously established practices are strength of a proposal. Infusing innovation and documenting the results is very important.
- **Linking theory and practice:** This is another important aspect while making a proposal; we need to link the academic practices to community practices. Collaborate with community organizations.
- **Technical approach conceptual frame research design approach:** Are the overall strategy methodology and analysis well-reasoned and appropriate to accomplish the specific aims of the project? Has the team suggested a robust approach to achieve the aims of the project? Are potential problems,

alternative strategies and benchmarks for success presented? Such questions need to be addressed.

- **Project team investigators:** The investigators are also to be looked into, who from the community should be involved so that best and concerned persons can go about with the project and thus aims of the projects can be realized.
- **Budget:** It forms an important aspect to be looked into so that the budget is not exceeded. Reviewing the budget for accuracy has to be ensured.
- **Implementation plan:** How the timelines will be prepared and stucked to and how grant would be properly utilized is another aspect to be considered seriously.

In the end bringing the all concerned together that is problem, theory and practice, innovation, technical approach, project team, budget and project plan in a set relationship can ensure the success of the project.

Day 3

The third day of seven days long faculty development programme was graced by Dr. Ravneet Chawla, Associate Prof., Govt. College of Education, Chandigarh. Topic of her presentation was “Sharing Experiences about Research Grant”. Dr. Ravneet Chawla in her deliberation shared her international and national travel experiences for conducting her research work. At the outset she pondered upon the various challenges the researcher could face while planning for research in foreign shores. Few of the challenges enumerated by her include Food, Money for boarding and lodging and language. She further explained that it is very important to fill the form of various grant agencies with utmost care. The researchers need to be very careful about the deadlines given by various agencies who provide the travel grants for conducting the research work. One must also develop the art of documentation in order to receive the grant. The documentation must be done in a crisp way with non-repetitive and non-ornamental language. For this purpose one can depend on the scientific way of writing. She further added that one should follow the style of writing application which is particular for an organization. The researcher who is applying for the grant must also be sensitive towards the expectations of the organization from which he or she is seeking grant for his or her research work. The researcher must follow the newsletter or any other relevant document from their website for this purpose. Dr. Ravneet through her travel research experiences conveyed that self-discipline and group discipline build wonders for carrying out research work. She also suggested that the self-belief of the researcher is endorsed further. When one is conducting

his or her research work at an international platform new collaborations are also endorsed. Dr. Ravneet emphasized that we need to make modifications in our present curriculum in order to make our students more research oriented. They must be provided with maximum opportunities through curriculum so that they could express themselves in a better way.

Dr. Ravneet Chawla's deliberation was also accompanied by the live interaction with her students. They shared their valuable and motivating experiences which they had while interacting with Dr. Ravneet Chawla. The national and international travel experiences shared by Dr. Ravneet Chawla were truly fascinating.

Day 4

The day fourth of seven days long faculty development programme was graced by Dr. Sonal Singh, **Associate Professor & Head , School of Studies in Library & Information science Vikram University Ujjain (M.P.)**. **Topic of her presentation was “ Library as a Learning Resource Centre”**. Dr. Sonal started her presentation by highlighting the importance of Library as an important learning resource centre (LRC). She quoted the library as a supplemental educational tool for the academic community. It serves as a bridge between the user and his information. LRC is a means of universal education. These are the libraries without walls ready to serve from local to global.

Dr. Sonal further discussed briefly about the various LRC Services including; Circulation Service, Bibliography and Literature search services, Documentation Service, Reference and Information Services and Document Delivery Services and what type of activities are performed under each category. Dr. Sonal also talked about the various types of library collections consisting of Books, Periodicals and Electronic-Resources (e-resources). LRC provides remote access facilities to registered users. Paid resources-can be accessed by User name and Password and freely available/Open access resources-can be accessed via web. Various Web Search Engines for Scholarly Literature was also discussed by Dr. Sonal in detail. She talked about: Google scholar, Microsoft Academic, BASE, CORE, Science.gov, Semantic Scholar, Baidu, Scholar Open, DOAR and JSTOR. She also provided the link to these search engines.

Along with these search engines, she also threw some light on e-Resources initiated by Government of India which are free e resources accessible through web like NDLI, INFLIBNET. She talked about the Major Activities including e-Consortium, Open Access Initiatives, NASSDOC etc. Various open access initiatives were also discussed. She further

explain in detail about Consortia and its categorization i.e On the basis of Subject/Area of Coverage- Multi-discipline oriented consortia , UGC sponsored INFONET , On the basis of Geographical region covered- Local level consortia- situated in a particular city/town of a district, State, regional, national, international level consortia NISCAIR, CeRA, DRDO E-journal Consortium, NML-ERMED Consortium, HELINET Consortium, DeLCON Consortium, UGC-DAE Consortium, MCIT Library Consortium, FORSA Consortium. On the national level also we have various on line learning platforms in India like SWAYAM PRABHA and various UG/PG MOOCs. Dr. Sonal not only discussed the various search engines but also gave a demonstration to search any kind of learning material using these platforms including books, journals, articles, theses etc. She motivated the participant to make an efficient use of LRC's for their professional development and for their knowledge enhancement. In the end she concluded her presentation with the saying that LRC is a lifelong companion from cradle to grave. Learning is a lifelong activity and we should never stop learning. It was indeed a very insightful session.

Day 5

The fifth day of seven days long faculty development programme was graced by **Dr. Rajiv Jha, Associate Prof. BTTC, Mumbi & Dr. Priya Pillai, Librarian, BTTC, Mumbai.**

Topic of their presentation was Sharing Experiences about Research Grant & **Academic writing** respectively.

Dr. Jha started his deliberation by providing an overview and background of the academic writing. He highlighted that academic writing is a journey not a destination. He in an optimistic note said that the future of research culture is bright as nowadays research is taken up at the school level as well.

Dr. Rajiv set the scene of his deliberation by citing the varied definitions of academic writing which can be concluded as per below:

- Academic writing is clear, concise, focussed, structured and backed up by evidence.
- Its purpose is to aid the reader's understanding.
- It has a formal tone and style
- Academic writing is generally quite formal, objective and technical.
- It is a non-fiction type of writing produced as part of academic work.

After defining the academic writing Dr. Jha mentioned some concepts inherent in academic writing which include:

- By scholars and for scholars- scholars must read, think and argue before starting the academic writing process.

- Topics and questions of interest: The scholar must choose the topic of academic writing which is relevant and appropriate and appeals to the academic community.

- Present and informed argument.

He further elaborated that the academic writing is an action oriented process. One has to tell what he or she thinks about a particular topic/area/ problem rather than what is already known. While discussing the various paradoxes of academic writing, Dr. Jha stressed that these paradoxes sometimes force us to leave the task of academic writing in hand. But the scholars must encounter these paradoxes. He expounded that we must write in an original way and moreover it should not be a simple writing activity. One must also analyse the opinions that he or she has used in his or her writing in his own way and must also add in them. One must give his/her own significant contribution to his/her academic writing. Later on, Dr. Rajiv Jha discussed the various types of the academic writing viz. descriptive, Analytical, persuasive and critical. He also threw light on the various characteristics of academic writing, to cite a few: Clarity, Unambiguity, completeness, cohesion, critical thinking, formal style etc.

Next Dr. Jha discussed the creative phase of academic writing named Advancing or stepping forward. He also shared the Matrix for tackling the Writing Time Frame. Further he deliberated about the six steps of academic writing which include: Idea, framework, draft, Editing drafts, Final draft and the last is publishing. Sir provided few guidelines for academic writing which included checking plagiarism, using appropriate grammar by making use of a free grammar checker and also hinted at a few things that the scholars must avoid in his or her academic writing i.e. Idioms, acronyms, contractions, vague or casual words etc. Dr. Rajiv ended his presentation by quoting Ray Bradbury- “You fail only if you stop writing”

Session –II Dr. Priya Pillai

Dr. Priya commenced her deliberation on “Pursuing Academic research Funding” by sharing the statistics related to the institutions leading in social science research and the established centres of research. She elaborated the various schemes run by University Grants Commission including Postdoctoral fellowship grant which is given to students doing their degree in doctorate as well as students pursuing some post graduate research work. Another scheme shared by her is “university with potential for Excellence in a particular area”. This scheme was introduced by UGC during the 9th year plan in order to promote quality and excellence in the field of education and for encouraging interdisciplinary approach in

teaching and research areas. The Scheme of Colleges with Potential for excellence was introduced in the 10th year plan. Under this scheme the colleges are financially supported to improve their academic infrastructure and adopt innovation in teaching learning process activities and also initiate research culture in their colleges. Dr. Priya also discussed the various research awards that are given by UGC. While talking about the Special assistance programme she said that under this programme of UGC the financial aid is provided for salary of project fellows and non –recurring as well as recurring items of expenditure.

Bilateral Cultural and educational exchange programme are joint research programmes under which memorandum of understanding is signed with other countries. To cite a few: UGC-UKIERI Partnerships, Indo-Israel Joint research programme.

Dr. Priya shared some sites for research funding including Jawaharlal Nehru University, Azim Premji University, Delhi University and Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (PMMMNMTT) for education. Some elaboration on Autonomous Research Institutions was also given by the resource person. Which include Indian Council, Indira Gandhi Institute of development Research Mumbai. Various Research schemes under SPARC, IMPRESS and STRIDE were elaborately discussed by Dr. Pillai. The objectives and eligibility criteria to obtain grants under these schemes were discussed in detail.

Some overseas Research Grants given by various prestigious international institutions were also shared by Dr. Priya including The Spencer Foundation Grant given to promote the field of education and Sandee Foundation etc. In the end Dr. Priya gave her inputs to apply for a particular grant. For this the person applying for the grant must incorporate the importance of his/her research project at global, national and international level. One needs to have a competitive spirit for seeking grants for their research work.

Day 6

The day Sixth, of seven days long faculty development programme was graced by Dr. **Ramesh Sharma, Associate Prof. Instructional Design, Ambedkar University Delhi, India. Topic of his presentation was** “Online Platforms for showcasing and Sharing your Research.”

He beautifully explained about ORCID. He said it is a non-profit organization, whose purpose is that the people who are involved in research may have some recognition. For this all, every researcher can create his/her own ID.

ORCID vision- It is a world where all who participate in research, innovation are uniquely identified and connected to their contributions across various disciplines. Then, he talked about 16 digit ORCID identifier. This number is unique and gives information about what that person is known for. The differentiation will come through this id. People can connect their research activities. It makes a good profile for a researcher. It creates a persistent and unique identifier. Through that, you can connect to the ORCID.

He talked about API (A set of application programming interfaces). He said that like GHG Khalsa College of Education has its own website, all the assistant professors have their own id connected with it. It becomes good for record and integration. Sir talked at length about the working of ORCID. Through this, every researcher can get a clear and permanent record of their work. This is independent of disciplines whether it is Science, National and institutional boundaries. It is open to any organization that has interest in research. It is completely transparent, whatever we want to put into it that is displayed on it. Researcher is able to create, edit and maintain it in future also. One can define his or her own privacy and with one's permission. It becomes free to download for everybody. The various advantages of ORCID shared by Dr. Sharma includes:

- Unique identity
- Correct attribution
- Reliable connection to one's contributions and affiliations
- Improved discoverability and recognition
- Connecting one's record to a growing number of institutions, funders and publishers.
- ORCID record is one's own record, for free and forever.

Dr. Sharma also discussed about the main features of ORCID where he explained in detail how to create ORCID account and how to sign in. He suggested that a researcher should always sign in with Gmail account. There are total 16 digits in one's ID. It can range from Zero to X. It may also end with X. Sir mentioned that for Account settings, the Researcher has complete control upon it. Dr. Ramesh explained about the preference of DOI as compared to URL by telling that DOI is permanent in nature. There are certain agencies and websites which give DOI, those who are publishing a journal and want to have DOI, then there are certain platforms which give you access. At last he suggested some points regarding ORCID-

There is a difference in a challenge in Google Scholar that it can identify wrongly because different persons with same names may exist. So one should have regular check on it.

Day 7

Session I- Dr. Bhagwan Balani

The day seventh of Faculty Development Programme was graced by Dr. Bhagwan Balani, **I/C Principal, BTTC Mumbai on the topic “Executing Project Management”**. Dr. Balani started his presentation by discussing Resource pooling and Human Resource Management. Dr. Balani talked about Collaborative Research Project by giving special emphasis on Concept formation.

Sir explained about the enriched library resources related to research. Few such resources shared by sir include:

- 7 kids of smart :Identifying and developing your Multiple intelligence
- Handbook of Differentiated instruction using the Multiple intelligence: Lesson Plan
- Multiple intelligence in elementary classroom: A Teacher Tool Kit
- Qualitative research from start to finish
- Integrating Curricula with multiple intelligence
- Building A+ Better teacher: How teaching works and How to teach it to everyone
- What great Teachers do Differently: 17 things that matter most
- Daily Dose: Integrating Multiple Intelligence into your Curriculum
- Intelligence Reframed: Multiple Intelligence for the 21st Century, Gardner, Howard E.
- Creating Extra- ordinary Teachers: Multiple Intelligence in the classroom and Beyond, Shearer, Barnton
- Pathway of learning: teaching Students and Parents About Multiple Intelligences
- Quick flip Activities for Multiple Intelligence
- Qualitative data analysis: A method of source book
- Educational research: Quantitative , Qualitative and Mixed Approaches
- Introduction to Educational Research
- A manual for writers of Research papers, Theses and Dissertations
- Qualitative research: A guide to design and implementation.

Further Dr. Balani stressed on the quote by Rita Dunn that “If a child is not learning the way you are teaching, then you must teach in the way the child learns”

In the next step Dr. Bhagwan Balani elaborated on Planning and Developing Conceptual Framework through Application of Multiple Intelligence Theory. The Conceptual Framework can be developed by following steps:

- In Depth study of the outcomes of measurement of Multiple Intelligence and Literature Review
- Study and Reflection activities of development of Multiple Intelligence
- Identification of the core areas of school curriculum
- Brainstorming of different pedagogies to enhance Multiple Intelligence among secondary school students.
- Preparing a list of practical activities(pedagogies)
- Strengthening co-scholastic programme
- Focusing Life Skills as core component of co-scholastic programme

After carefully developing conceptual framework, next step is development of proposal as under

- Listing the Title
- Elimination Round
- Fixing the Title
- Defining the Variables, Sample, Research Design
- Planning the execution of Project
- Preparing Proposal as per UGC Format
- Reviewing and editing the proposal

After development of Proposal next step is to Executing and implementing planned activities by giving overview of various steps of research:

- Literature Review
- Need of the study
- Aim of the study
- Objectives of the study
- Hypothesis of the study
- Research Design
- Sample of the study
- Data Analysis
- Conclusion
- Reference

D. Balani elaborated the whole process of experimental research by emphasising on research outcomes as

- Improved understanding of the academics and relationships
- Acquisitions of research skills, technological skills, collaborative learning and project management Skills
- Team building, Knowledge generation and development of leadership skills
- Teacher training , development of pedagogical skills, mentoring and resource pooling

In the end of his deliberation Dr. Balani shared the list of documents needed to be submitted to UGC for a research Project as per following:

- Two copies of detailed progress of research work
- Detailed audited statement of expenditure
- Audited utilization certificate
- Details of Field work (Annexure IV of the Guidelines)
- Mandate from duly filled and signed by the Register/Principal

Session –II Dr. Lubna J. Mansuri

Dr. Lubna commenced her deliberation on “**Sharing Experiential Learning**” by focusing on her major research work on the topic “Life Skills education programme for the marginalized students of eighth standard - An experimental study” which was funded by ICSSR. Dr. Lubna discussed some guidelines to submit a research proposal to ICSSR as per following:

- Preparing the Proposal
- Budgeting
- Submission of the Research Proposal
- Presentation with Experts(New Delhi)

Dr. Lubna explained that the research proposal format consists of two parts as Part A & Part B. Part A contains a concise summary of the research proposal(about 1000 words) and Part B contains a detailed research proposal of about 5000 words for the Major Project.

Documents to be submitted with the proposal are as per following:

- Application For Research Project(Major)
- Proposal for major research -Annexure I
- Declaration
- Annexure II-Bio-Data
- Annexure III-Cost Estimation
- Annexure IV-Forwarding letter by the head of the Institution
- Annexure V- ICSSR Format for short Summary

Further mam gave an outline of the format of the research proposal to be submitted to ICSSR under the following heads:

- Title
- Introduction and /or statement of the Problem
- Aims and/or Objectives of the study
- Conceptual Framework
- Research questions or Hypotheses
- Review of Literature
- Scope and Methodology Relevance, Anticipated outcomes and Proposed outputs from the Research
- Tentative Chapterization
- Time Frame
- Estimated Budget
- Bibliography

Mam further discussed about the various management process steps for managing the project which include:

- Planning and Decision Making (Determination the course of action)
- Organizing (Coordination of Activities & Resources)
- Leading (Managing & Motivating People)
- Controlling (Monitor, Review & Final Plans)

Dr. Lubna highlighted the various steps in the Journey of planning and implementing a research project as per following:

Planning & Organization

As per Dr. Lubna's View this part involved

- Plan the duration of the Project
- Selection of team members for the Project
- Orientation to the team members
- Permission & Planning for Data collection
- Preparing lesson plans and materials

Implementation

- Feedback from experts for Lesson Plans and Methodologies
- Execution of the Lessons in the classroom
- Feedback from the students about the Lessons
- Completion of the Lessons

- Data Analysis & Chapter Writing

Discovering Novel Skills as

Managing Funds & Maintaining Accounts

- Creating documents for different heads
- Keeping a record of the salary and money utilization
- Maintaining the passbook and record
- Maintaining and preserving letters from the funding agency

Communication with the Funding Agency

- Following the Format of Communication
- Sending Letter of acceptance of Project
- Preparing 6 monthly reports of research Project
- Sending letters to institutions
- Auditing of the funds

Dr. Mansuri further shared her experience about new learning that she gets through this research project. She shared her experience about the support that she received from her family, Head of the institution, colleagues, friends as well as team members for executing the Project. She also shared that through this project she get to know about preparing, writing and presenting papers, identifying reputed journals for publishing them and attending conferences to update her knowledge in the field of research especially on the theme of her project. She also experienced some challenges in her research journey which were resolved side by side. She further explained about the various steps while submitting the final project:

- Proofreading
- Plagiarism Check
- Printing and Formatting
- Binding with proper Format
- Submission of the Project(Soft & Hard Copies)

Dr. Lubna shared some formats for sample of documents to explain more about the patterns for the submission of research projects. Dr. Lubna concluded her presentation by a beautiful quote that “*Every accomplishment starts with the decision to try*”.

Valedictory address - Dr. R.G. Kothari

Dr. Kothari in his valedictory address contemplated on the errors committed by the researchers in their research work. He elaborated that the researchers do not have clarity for their research proposals. They are not able to identify the priority areas for framing a research proposal and moreover the various steps leading to the formation of an effective research proposal are followed. Researchers are not able to justify significance of the proposal selected by them for their research work. He further highlighted that the problem selected for research must be feasible in terms of money, time and subject availability. The various errors quoted by Dr. Kothari that are committed by a researcher are as per follows:

- Selection of a complicated problem
- Objectives and research questions are not properly written
- Specification of the research problem is not properly done.
- A proper format for writing the research problem is not followed
- Lack of clarity about the limitations and delimitations of a research problem
- Operational definitions of the variables under study are properly written
- Lack of clarity about the basics of the research
- Misconceptions about the sample size at various levels of research
- Population is not well defined
- Sample is not checked for weather it contains all the characteristics of a population or not
- There is no clarity on the accepted error
- Validation of tools is not done ethically
- Old tools are used for collecting the sample
- Reference selection is poorly written

Sir while concluding his deliberation said that we as a researcher should do away from committing these errors in order to improve the quality of research.

Recommendations

- We need to refocus and rethink about research. Education sector needs to collaborate with the corporate sector and develop fine linkages in order to do better in the field of research.

- More discovery based learning is required at school level. Scientific method/ critical thinking/creative thinking skills need to be imbibed in school education and a link between school education and higher education is presently required.
- All organizations need to give more careful consideration to their sustainability in managing funds or resource mobilization.
- A specific proposal has to be prepared and this proposal should be prepared before the deadline. Sticking to the deadlines is very important while writing a grant proposal
- Collaboration and team work are very important while undertaking a proposal.
- Utmost care should be taken in order to fill the form of various grant agencies
- One must also develop the art of documentation in order to receive the grant. The documentation must be done in a crisp way with non-repetitive and non-ornamental language. For this purpose one can depend on the scientific way of writing.
- The researcher who is applying for the grant must also be sensitive towards the expectations of the organization from which he or she is seeking grant for his or her research work. The researcher must follow the newsletter or any other relevant document from their website for this purpose.
- An efficient use of Learning Resource Centre by the researcher will help in their professional development and knowledge enhancement.
- For academic writing researcher must check plagiarism, use appropriate grammar by making use of a free grammar checker and must avoid Idioms, acronyms, contractions, vague or casual words etc. in his writing.
- The research scholar must choose the topic of academic writing which is relevant and appropriate and appeals to the academic community. One must give his/her own significant contribution to his/her academic writing.
- The person applying for the grant must incorporate the importance of his/her research project at global, national and international level. One needs to have a competitive spirit for seeking grants for their research work.
- There must be a common course for Research guides as well as research scholars for avoiding common errors in the research work. Problem selected for research must be feasible in terms of money, time and subject availability.

