

GUIDELINES FOR PRE - Ph.D. COURSE WORK

As per direction no. 27 of 2021, clause no. 19 and guidelines defined by RTMNU, Nagpur, following are the guidelines for Pre-PhD course work for both part-time and full-time PhD scholars at RCOEM.

Pre Ph.D. – Course Work will be of **12 credits**, divided into three parts as stated below:

A. Research Methodology Course Work (6 Credits)

1. This course work worth 6 credits is completely in online mode by using portal of NPTEL/SWAYAM.
2. The Scheme of Examination and Teaching in case of online courses is prescribed by the SWAYAM/NPTEL. One needs to register on the portal for the courses.
3. Annexure-I prescribes faculty wise list of courses with internal choice (s).
4. SWAYAM/NPTEL platform is indigenously developed by seven IITs and IISc together under the umbrella of Ministry of Education, Govt. of India. Website address of NPTEL is www.nptel.ac.in and SWAYAM has its website address as swayam.gov.in.
5. SWAYAM-NPTEL platform has its own assessment system consisting of CIE* (25 marks) and SEE# (75 marks). For successful completion, min. 10 marks in CIE and 30 in SEE are required. SEE is a proctored exam which is conducted at designated centres at national level. Nagpur is one of such centres for SWAYAM-NPTEL exam. **But for PhD course work completion, candidate should score min. 55% marks (50% in case of reserve category) as given in the direction.**
6. SWAYAM-NPTEL charges fee of Rs. 1000/- (500/- for SC/ST) for conducting proctored examination and certification.

**CIE: Continuous Internal Evaluation #SSE: Semester End Examination (Proctored Exam)*

B. Seminar (2 Credits)

1. Candidates are expected to deliver a presentation based on the literature survey/research topic. This presentation will be of 100 marks.
2. The presentation is to be made before the Research Advisory Committee (RAC), preferably during first progress seminar.
3. Minimum 25 relevant research papers from refereed journals must be elaborated in the presentation on literature survey.

4. Following Rubrics table shall be used for the evaluation of candidate:

Name of Place of Research:						
Department/Branch:						
SN	Name of Candidate	Registration no.	Parameters			
			Contents 30	Quality of References 50	Communication 20	Total 100

C. Program/Department Specific Courses (4 Credits)

1. These courses worth 4 credits are to be offered by the concern department in consultation with the supervisor (s). Courses may be online or offline.
2. **Single course of 4 credits (60 hrs) or two courses each of 2 credits (30 hrs) may be offered.**
3. In case of online, the **course may be offered from the available courses of SWAYAM/NPTEL portal based on the PhD work of research scholar.** Course credit relevance, examination pattern and requirement of min score are same as suggested in section A.
4. If offered offline, PhD scholar may register for the course offered by the concern department at PG level. In this case, scholar must appear for the End semester examination and pass the course. Curriculum, scheme of examination and teaching, assessment instrument (s), evaluation methodology, time-table is as per the scheme of relevant PG course. **Departmental PhD coordinator will ensure the attendance as per the RCOEM ordinances.**

General Guidelines:

1. The entire Pre Ph.D. course work will be carried out under the guidance and monitoring of Supervisors, Departmental PhD coordinator, Head of Dept- Place of Research, PhD Cell Coordinator & Dean- Research and Innovation (R&I) RCOEM.
2. The concern department shall provide necessary infrastructure for conducting course work viz. the well-equipped classroom, computing facility, library, etc.
3. The Pre Ph.D. - **Course Work Certificate (final)[@] should be obtained within one year from the date of issuance of letter of PhD registration by the University.**
4. The attendance record (offline courses) of the candidates shall be maintained by the concern department. If the candidate fails to attend requisite contact hours in a course work, he/she may be permitted to make up for the backlog hours in similar course work organized by the Place of Research.
5. For the completion of course work candidate must score 55% marks or equivalent grade (see Annexure-II) in the examination of concerned course work.

6. The letter certifying the final score card must be signed by the supervisor & co-supervisor (if any), Departmental PhD coordinator/ Head of Dept and shall be forwarded along with the attested copies of score cards obtained online (SWAYAM/NPTEL) and offline, by the Head, Place of Research/PhD Cell Coordinator/Dean R&I, RCOEM to the PhD Cell of University. Refer Annexure-III for the format of final certificate.
7. Department/Place of research shall maintain all the records of Pre PhD – Course Work for future reference.

@The term "final" is used because the candidate is going to receive course wise certificates (online), taking all such certificates into consideration, final certificate worth 12 credits will be issued by Head, Place of Research.

Annexure-I

Course Detail – Faculty Wise

Faculty of Science and Technology

Type	SN	Course Code	Course Name	SME Name	Institute	Course Duration	Credits	To be conducted by
A	1	PDCWST1 A	Research Methodology OR	Dr. Soumitro Banerjee	IISER Kolkatta	12 Weeks	3	NPTEL
		PDCWST1 B	Qualitative Research Methods	Dr. A. Malik	IIT Kharagpur	12 Weeks	3	NPTEL
	2	PDCWST2 A	Introduction to Research OR	Dr. Pratap Haridosa	IIT Madras	08 Weeks	2	NPTEL
		PDCWST2 B	Roadmap for Patent Creation	Dr. Gauri Garghate	IIT Khargpur	08 Weeks	2	NPTEL
	3	PDCWST3 A	Introduction to Professional Scientific Communication OR	Dr. Ganesh	IIT Kanpur	04 Weeks	1	NPTEL
		PDCWST3 B	Patent Drafting for Beginners OR	Dr. Firoz Ali	IIT Madras	04 Weeks	1	NPTEL
PDCWST3 C		Effective Writing	Dr. Binod Mishra	IIT Roorkee	04 Weeks	1	NPTEL	
B	4	PDCWST 4	Seminar	Based on Literature Search/Research Topic			2	Place of research
C	5	PDCWST 5	Program Specific Course(s)	To be decided by Head Place of Research (on/off line). Refer Section C			4	Place of research

A. Faculty of Commerce and Management

Type	SN	Course Code	Course Name	SME Name	Institute	Course Duration	Credits	To be conducted by
A	1	PDCWCM1 A	Research Methodology OR	Dr. Soumitro Banerjee	IISER Kolkatta	12 Weeks	3	NPTEL
		PDCWCM1 B	Research Methodology	Dr. G. S. Bajpai	NLU Delhi	15 Weeks	3	SWAYAM
	2	PDCWCM2 A	Business Research Methods OR	Dr. G. Parmeshwari	PES College	12 Weeks	3	SWAYAM
		PDCWCM2 B	Research Methodology and Statistical Analysis OR	Dr. Subodh Kesharwani	IGNOU	16 Weeks	3	SWAYAM
		PDCWCM2 C	Data Analysis for SocialSciences	Dr. B. Rajashekhar	HRDC, University of Hyderabad	16 Weeks	3	SWAYAM
B	3	PDCWCM 3	Seminar	Based on Literature Search			2	Place of research
C	4	PDCWCM 4	Program Specific Course(s)	To be decided by Head Place of Research (on/off line). Refer Section C			4	Place of research

www.nptel.ac.in

www.swayam.gov.in

Grade Conversion Table

Sr. No.	Letter Grade	Grade Point	Range of Marks obtained out of 100 or equivalent fraction	Performance
1	O	10	Above 90 upto 100	Outstanding
2	A+	9	Above 80 upto 90	Excellent
3	A	8	Above 70 upto 80	Very Good
4	B+	7	Above 60 upto 70	Good
5	B	6	55 to 60	Pass
6	F	0	Below 55	Fail
7	AB	0	Absent	Absent



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Statement of Marks

(Pre – Ph.D. Course Work – Academic Session 20----20 -----)

Name of Candidate: -----

Roll Number: -----

SN	Course Name	Course Code	Total Marks	Marks Obtained	Grade/GP	Credits	Remarks/ GPV
A	Research Methodology	PDCWST1	75			3	PASS/FAIL
		PDCWST2	50			2	
		PDCWST3	25			1	
B	Seminar	PDCWST4	50			2	
C	Program Specific Course	PDCWST5	50			2	
		PDCWST6	50			2	
Total			300			12	

- 1 credit is equal to 25 marks.

Aggregate Percentage: -----

Supervisor

Co-Supervisor

Head, Place of Research
