



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College



8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA

Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com

Website: <https://maulanaazadcollegekolkata.ac.in>

Summary Report, Meeting Notice, Meeting Resolution, Course Brochure /Curriculum, Course outcomes, Evaluation procedure, Sample Certificate

21. Hands-on Training on different Methods, Techniques & Tools at the time of Field Study in Sociology

Summary Report

Course Name: **Hands-on Training on different Methods, Techniques & Tools at the time of Field Study in Sociology**

Course Code: **AD-SOC-22-23-01**

Organizing Department: **Department of Sociology**

Course Duration: **30 Hours (02.05.2023- 31.05.2023)**

No. of Enrolled Students: 27

No. of student completed the course: 27

Aims:

1. To provide students with a comprehensive understanding of how sociological theories can be applied in real-world field studies.
2. To equip students with the essential skills and techniques required for conducting effective sociological research.
3. To foster critical thinking and analytical abilities through hands-on experience in data collection, analysis, and interpretation.
4. To instill the importance of ethical considerations in sociological research and fieldwork.

Objectives: To introduce students to various sociological research methodologies, including qualitative and quantitative methods.

1. To train students in designing and preparing for field studies, including formulating research questions, selecting appropriate tools, and planning data collection strategies.
2. To provide hands-on experience in using different data collection techniques such as surveys, interviews, focus groups, participant observation, and case studies.



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MAULANA AZAD COLLEGE
Department of Sociology
8, RAFI AHAMED KIDWAI ROAD,
KOLKATA -13

Dated the Kolkata, 22.03.2023

Dept.Ref.No.

To: The Principal,
Maulana Azad College,
Kolkata -13

Sub.: Prayer for introducing Add-On Courses during the academic session 2022-23.

Sir,

This is for your kind information that the faculty members of Department of Sociology are unanimously decided the importance of introducing Add-On Course for the benefit of the students in their further studies or jobs during the academic session 2022-23. The syllabus of Add-On Course will be prepared by the concerned faculty members in continuation of main curriculum.

We shall be highly grateful if you kindly allow us to introduce the following Add-On Course for Even Semester Students :

1) Hands-on Training on different Methods, Techniques & Tools at the time of Field Study in Sociology [Course Code:AD-SOC-22-23-01]; Period: 02.05.2023- 31.05.2023; Duration: 30 hours.

Thanking you.

Yours faithfully,

Head
Dept. of Sociology

Principal
Maulana Azad College
Kolkata
Govt. of West Bengal



Principal
Maulana Azad College
Kolkata-13



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Notice

Date: 22.02.2023

We the following faculty members of Department of Sociology are unanimously agreed to introduce an Add –On Course on Sociology of Tourism from this academic session – 2023. All faculties are requested to attend the meeting on 24. 02. 2023 at 1.00 PM in the Department of Sociology to discuss the distribution of work load of Dissertation & Field trip along with the following issues:

1. Preparation of Curriculum.
2. Area of study.
3. Selection of topics
4. Selection of Survey area.
5. Formation of Questionnaire
6. Proposed reference books/articles etc.
7. Matters raised

Head,

Department of Sociology

Signature of the Faculty members:

- 1) Dr.Shampa Datta Gupta, Associate Prof & HOD:
- 2) Dr.D.P.Chatterjee, Associate prof.
- 3) Dr.Aditi Basu, Associate prof.
- 4) Dr. Mahua patra, Assistant Prof.



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Maulana Azad College
Department of Sociology
8, Rafi Ahmed kidwai Road, Kolkata - 13

Ref. No.s: Soc./Notice/ 06/2023

Date: 02.03.2023

Notice

A meeting is held on 02.03.2023 at 1.00 PM in the Department of Sociology in the presence of the following faculty members to discuss the introduction of Add-on Course, distribution of work load of Dissertation & Field trip along with the following issues:

- 1) Dr. Shampa Datta Gupta , HOD
- 2) Dr. Debaprashad Chatterjee
- 3) Dr. Aditi Basu
- 4) Dr. Mahua Patra

Agenda:

1. New formation of Mentor-Mentee (Supervisors).
2. Area of study.
3. Selection of topics
4. Selection of Survey area.
5. Formation of Questionnaire
6. Matters raised

Resolved that :

1. Formed Mentor-mentee for Students after joining of Dr. Shampa Datta Gupta.
2. Add-on for the academic session -2022-23.
3. Sociological perspectives of Disaster in Plain & Hill area(mainly in Darjeeling).
4. Topics will be decided after collection of Data.
5. Location is decided in Darjeeling and Kolkata [plain land].
6. Questionnaire will be formed within coming 10 days by the students, teachers will help them.
7. Letter will be submitted to the Principal for permission.
8. After receiving of permission Train tickets & lodging will be booked.
9. Minimum coast for this study tour will be decided later on.
10. Those are unable to pay the minimum amount for study tour, Department will appeal to the Principal for financial help.


Head,

Department of Sociology



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Maulana Azad College
Department of Sociology
8, Rafi Ahmed Kidwai Road, Kolkata - 13

To: The principal,
Maulana Azad College, Kolkata

Sub.: Prayer for introducing Add on Course on "Hands on Training on different Methods, Techniques & Tools at the time of Field Study in Sociology".

Sir,

This is for your kind information that we the faculty members of Department of Sociology, Maulana Azad College, Kolkata – 13 are unanimously agreed to open **Add-on Course** titled "Sociology of Tourism". From this academic session 2022-23.

The purpose of introducing this specific Add on course in our Department for the benefit of our students is to work externally after completion of UG course under CBCS. In future any student/s may apply for project/s with the experience in hands on training programme.

The proposed Add - on Course has specific features (*as encouraged* by the UGC) that a Certificate will be delivered by the College authority to the successful candidates after completion of the course, b) the period of this course must be 30 Hours. [copy enclosed]

At present only the students of this Department will join to this course free of cost due to the crunch of space, faculty members & financial support. If we successfully run this course more than two cycles then it may be made open to the students of other departments gradually.

After receiving of your permission, we will prepare syllabus, class allotments, help of other eminent faculty personnel etc.

At this stage, we are submitting a proposal for your kind consideration & permission.

Thanking you.

Yours faithfully,



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PROPOSAL FOR INTRODUCING ADD- ON COURSE IN "Hands on Training on different Methods, Techniques & Tools at the time of Field Study in Sociology"

Title : Add- on Course on "Hands on Training on different Methods, Techniques & Tools at the time of Field Study in Sociology".

Venue : Department of Sociology,
Maulana Azad College, Kolkata -13

02-5-23 - 31-5-2023

Span of the Course : 30 hours.

02.5.2023 - 31.5.2023

Brief introduction of this Course:

In the present day context of work culture, sociological insights depict the socio-cultural, socio-economical, socio-spatial, socio-anthropological, socio-ethical relationships within the social framework. Sociological motivations towards present day work pattern or further research in higher studies cannot forward a single step without having any experience in field based hands on training in sociology. The reason behind this statement is to develop & open future direction of students' participation in upcoming projects. Therefore, without considering their intense & active participation to this venture, it perhaps not get success.

The pertinent objective of introducing this particular course is to embed the concept of socio relational patterns between and among the local people with the researcher. They should learn & try to know the differentiation between the social issues within their periphery & also outside their periphery. Not only that students must be aware of behavioural pattern even how to talk, respect, collect & provide information to the people. There is a scope to enrich their knowledge about society apart from the books too.

Considering these ways people may intend to set up commercial services too. Which will help them to generate the concept entrepreneurship. Through this motivational approach employment generation may also possible for the literate or educated people.

However, this course may provoke our students to develop their confidence & knowledge to apply for job or research works. Which eventually encourage them to earn their livelihood independently through opening of any research based Start-up establishments too.

Assistance of Teaching Faculties :

All faculty members of this Department will take classes either in off line or online classes as per the demands of the students.

Expenditure:

At present we are trying to zero expenditure course. After successful completion & placements of the candidates we will probably change the pattern of the course from Add on to Certificate Course.

Facility requires within College premise:

Dedicated room on hour basis with ICT facility.

Full Marks for this Course :



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Full Marks : 100

[80 marks Field study adjacent to either college premise or residence & report writing.]

Mode of Examination:

Viva -20 marks[out of 100] on field study – 25 minutes.

Division of Teaching Hours: Total 30 hours

Class schedule: Two hours per week X 10 weeks = 20 hours.

Practical & Report writing = 2 hours per week X 5 weeks = 10 hours

Books, Study materials, Journals & other necessary references:

Provided by the concerned faculty members.

Syllabus:

It is under process. Will be submitted immediately by 14th. March,2023.

Certificates:

To be issued by the College Authority after completion of Course to the successful candidates.

Signature of all faculty members: 1) Dr. Shampa Datta Gupta , HOD

2)Dr. Debaprashad Chatterjee

3) Dr. Aditi Basu

4)Dr. Mahua Patra



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Evaluation Process:

It has been resolved that the evaluation process consist of the following.

- Question preparation (Viva): Full Marks 100
- Viva Voce will be conducted by the faculties.
- Grade and Marks as per following table:

Grade Scale	Grade	Performance Indicator
90-100	AA	Outstanding
80-89	A+	Excellent
60-79	A	Very Good
40-59	B	Satisfactory
< 40	D	Disqualified



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Syllabus formed and placed.

1. Doing Social Research

1.1 The Process of Social Research

1.2 Research Design: Explanatory, Exploratory, Descriptive

1.3 Sampling: Definition and typology, merits and demerits.

1.4 Field (Issues and Context)

2. Statistical Methods

2.1 Levels of Measurement: Nominal, Ordinal, Interval, and Ratio. Continuous and Discrete variables. Ratio, Proportion and Percentages.

2.2 Frequency Distribution; Grouping of data; Cumulative frequency and percentage distribution. 2.3 Graphic techniques: Bar diagram; pie Chart; Frequency Polygon; Histogram; Ogive; Levels of measurement and graphic presentations.

2.4 Measurement of Central Tendency: Mean, Median, Mode. Comparative analysis. Skewness.

2.5 Measures of Dispersion: Range; Inter quartile Range; Mean Deviation; Variance and Standard Deviation.

3. How to write Research Project

3.1 Research Design,



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3.2 Questionnaire formation

3.2 Field Work and Report Writing

3.3 Bibliography, index etc.

Reference: 1. Bailey, K. 1994. The Research Process in Methods of social research. Simon and Schuster, 4th ed. The Free Press, New York NY 10020. Pp.3-19.

2. Das N.G.: Statistics

3. Elifson, Kirk W., Richard P. Runyon, and Audrey Haber. Fundamentals of social statistics. McGraw-Hill Humanities, Social Sciences & World Languages, 1990.

4. Garrett.H.E. Statistics in Psychology and education

5. Goon, A.M., M.K. Gupta and B. Dasgupta-) Basic Statistics, Kolkata World Press Pvt. Ltd, 1978 Blalock : Social Statistics

6. Gupta, Akhil and James Ferguson. 1997. Anthropological Locations. Berkeley: University of California Press. Pp.1-46. 7. Gupta, S. P. 2007. Elementary Statistical Methods. Sultan Chand & Sons.

8. Irvine, John, Ian Miles, and Jeff Evans, (Eds). Demystifying social statistics. London: Pluto Press, 1979.

9. Srinivas, M.N. et al 2002(reprint), The Fieldworker and the Field: Problems and Challenges in Sociological Investigation, New Delhi: OUP, Introduction Pp. 1-14.

Signature of faculty members:

1. Dr. Shampa Datta Gupta, HOD
2. Dr. Debaprashad Chatterjee
3. Dr. Aditi Basu
4. Dr. Mahua Patra

Aditi Basu
Mahua Patra
14/3/2023



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Sample Certificate

 **MAULANA AZAD COLLEGE**
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No. SOCA/ -----


Certificate of Appreciation

Session: 2022-23


This is to certify that ----- (Enrollment No. -----) has participated and successfully completed 30 hours ADD-ON course on "Hands-on Training on different Methods, Techniques & Tools at the time of Field Study in Sociology" (Course Code: AD-SOC-22-23-01), organized by the Department of Sociology in association with IQAC, in the period 02.05.2023-31.05.2023 and secured Grade ----.



Course Coordinator



IQAC Coordinator



Principal



Principal
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Kolkata-13