



# SREENARAYANAGURU OPEN UNIVERSITY

*The State University for Education, Training and Research in Blended Format, Kerala*

University Building, Kureepuzha, Kollam, Kerala-691601 | [www.sgou.ac.in](http://www.sgou.ac.in)

No. 01/Ex.B3/97/SOU/2025

Dated:14/05/2025

## NOTIFICATION

Sub: SGOU-Examination Wing- Guidelines for the Submission of Dissertation/Project for BA (Three year) Language & Literature Programmes – Notification of- Reg.

Ref: Order of the Hon'ble Vice Chancellor, dated:14/05/2025

It is hereby notified that Guidelines for the Submission of Dissertation/Project for UG Language & Literature Programmes (BA Arabic/English/Hindi/Malayalam/Sanskrit) has been approved by the Hon'ble Vice Chancellor vide reference (1) above. All the Learners concerned shall strictly adhere to the guidelines attached herewith while submitting their Dissertation/Project for evaluation.

**Prof. (Dr.) Gracious J**  
**Controller of Examinations**

Copy to:

1. PS to VC/PVC
2. PA to Registrar/CC
3. All Regional Centre Directors
4. All LSC Co-ordinators
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**File No:- Ex.B3/97/SOU/2025**





SREENARAYANAGURU  
OPEN UNIVERSITY

# **GUIDELINES FOR DISSERTATION/PROJECT REPORT (UNDER GRADUATE PROGRAMMES)**

## **SREENARAYANAGURU OPEN UNIVERSITY**

(The State University for Education, Training and Research in Blended Format, Kerala)

# BACHELOR OF ARTS (LANGUAGE AND LITERATURE)

## Dissertation/Project

Credits: 6

### 1. Introduction

As a part of the Undergraduate Curriculum, students are required to submit a Dissertation/Project Report (Individual) to the University through the Learner Support Centre in their Sixth Semester which will be evaluated by the external examiner. The BA dissertation/project, offered in the sixth semester, is a core component of all undergraduate programmes at Sreenarayanaguru Open University (SGOU). This course carries six credits and is designed to give learners an opportunity to engage in independent research in the fields of language and literature. Under the guidance of a faculty supervisor, each learner selects a topic and develops a project through a process that combines academic inquiry and research skills. Each thesis or dissertation is unique but all share several common elements. The following is not an exact guide but rather a general outline.

### 2. General Guidelines

- a) Carefully read these guidelines for a detailed understanding of the procedure.
- b) The dissertation should be prepared using standard text processing software such as MS Word, Latex or handwritten.
- c) The dissertation should be free from typographical errors. One should ensure uniformity in fonts, text, spacing, margins, figures, tables, etc.
- d) Please ensure that you remove all personal information from your dissertation e.g., email address, mailing or home address, etc. except your **Enrollment Number** and **Name**
- e) The learners shall submit their Dissertation Project in consultation with their respective guides in the set format as described in these guidelines.
- f) The learners shall submit the dissertation to their respective Learner Support Centres before the last date notified by the University.
- g) The Controller of Examinations will announce the last date for the Dissertation/Project submission and the Viva -Voce examination.

### **3. Selection of topic for Dissertation/Project Report**

Choosing the right topic provides a clear direction for your research, ensuring you stay focused on a specific area of interest. The selection of topic for Dissertation/Project Report is very important as the quality of work and its timely completion depends upon it. Choosing a dissertation topic requires careful consideration of personal interests, academic requirements, and research feasibility. It is crucial to select a topic that aligns with your interests, is academically relevant, and can be realistically researched within the given time-frame. A well-chosen topic ensures your dissertation is relevant to current issues or gaps in the field, making your research valuable.

Here's a step-by-step approach to help you select a suitable topic:

#### ***1. Identify your areas of interest:***

Consider your academic background, previous knowledge and any specific areas within your field that you find particularly engaging. Selecting a topic you're passionate about keeps you motivated throughout the research process.

#### ***2. Explore existing research:***

Review recent dissertations, scholarly articles, and conference proceedings to understand current research trends and identify potential gaps in knowledge.

#### ***3. Consult with your Guide/Supervisor:***

Discuss potential topic ideas with your dissertation guide, who can provide guidance and insights based on their expertise.

#### ***4. Assess feasibility:***

Evaluate whether you have access to the necessary resources and data and ensure that the topic can be realistically researched within the allotted time.

#### ***5. Consider originality:***

While building upon existing research is important, aim for a topic that offers a novel perspective or addresses a previously unexplored aspect of the field.

#### ***6. Refine and define:***

Once you have a potential topic, further refine it by developing a clear research question and formulating a specific scope for your research.

#### ***7. Develop a title:***

A good dissertation title should be descriptive, precise, and accurately reflect the scope and focus of your research.

#### 4. Literature Review

A dissertation demonstrates your mastery of the field. That means you'll need to read a large amount of scholarship on your topic. Dissertations typically include a literature review section or chapter. Conducting a literature review provides a comprehensive understanding of existing knowledge in your chosen research area. It helps identify areas where there is limited research, allowing you to contribute new insights to the field. It helps in selecting the most appropriate research methods based on what has been successful in previous studies. It also provides evidence and context for your research, making your arguments more persuasive.

How to Conduct a Literature Review:

**a) Define Scope and Objectives:** Clearly define the scope of your literature review and set specific objectives. Decide what aspects you want to focus on.

**b) Search and Gather:** Use academic databases, libraries, and reputable sources to gather relevant literature. Keep track of sources for citation purposes.

**c) Read and Analyze:** Read the selected literature critically, taking notes on key findings, methodologies, and any gaps or contradictions in the research.

**d) Organize and Synthesize:** Categorize the literature based on themes or topics. Synthesize the information to highlight key trends, debates, and gaps in the existing knowledge.

#### 5. Executing the Research Project

The execution of research project involves various steps, which include collection of data, analysis and interpretation of data and formulation of conclusions, and generalizations. The range of research methods available for designing, carrying out and analyzing the results of research is wide and there are different ways of thinking about and categorizing them.

Throughout the research process, remember to seek guidance from your Supervisor. They can provide valuable feedback, relevant sources, and overall support.

#### 6. Writing and Presentation

Writing your dissertation allows you to convey your research findings, analysis, and conclusions in a clear and organized manner. It demonstrates your ability to conduct independent research, analyze data, and present a cohesive argument. Sharing your work through presentation adds to the collective knowledge of your field. Developing presentation skills is valuable for future academic and

professional endeavours. Successfully writing and presenting your dissertation marks a significant achievement in your academic journey.

Outline your dissertation with clear sections for introduction, literature review, methodology, discussion, results and conclusion. Start writing each section methodically, ensuring each paragraph flows logically from one to the next. After completing a draft, take time to revise and edit for clarity, coherence, and grammatical accuracy.

## **7. Dissertation Supervisor**

Active supervision by an experienced teacher is the most important aspect of any project work. The candidates should finalise the topics in consultation with the Supervisor and seek his/her approval well in time.

### **Eligibility of Dissertation Supervisor**

Dissertation/project Supervisor may be drawn from the following categories:

- a) Full-time faculty members of Sreenarayanaguru Open University
- b) Faculty members in government or aided colleges (guest/contract/ permanent faculty)
- c) Retired faculty members of government/aided colleges or Universities.
- d) Academic Counsellor associated with the Sreenarayanaguru Open University.
- e) Ph.D. holders in the relevant subject/discipline.

## **8. Bio Data cum Certificate of Supervisor**

Submit the Bio ***Data cum Certificate*** of your supervisor in the prescribed format (See Annexure I) along with your Dissertation/Project Report to the Learner Support Centre, before the last date notified by the University for Submission.

## **9. Academic Integrity:**

Learners should be aware of various forms of academic misconduct which are not encouraged

**1. Plagiarism:** Presenting work or ideas from another source as your own, with or without consent of the original author, by incorporating it into your work without full acknowledgement is treated as plagiarism. All published and unpublished material, whether in manuscript, printed or electronic form, is covered under this. The use of material generated wholly or in part through use of artificial intelligence will also be considered as plagiarism. Plagiarism can also include re-using your own work without citation. Under the regulations for examinations, intentional or reckless plagiarism is a disciplinary offence.



**2. Self-plagiarism:** Self-plagiarism means reusing your own previously published work, whether text, data, or ideas, without proper acknowledgement or permission, as if it were new and it will be considered as a form of academic dishonesty.

**3. Fabrication:** Inventing or manipulating data or sources.

**4. Cheating:** Unauthorized assistance in academic work.

**5. Misrepresentation:** Providing false information about academic work.

**6. Unauthorized collaboration:** Working with others when individual work is required.

**These forms of misconduct will lead to cancellation of the report and punishments as per University Regulations.**

### CAUTION

***The Dissertation Project Report must be the original work of the candidate. Every candidate is required to make his/her own study and findings. Two candidates can not submit a common Dissertation Project Report on the same topic. The presentation of material common with any report submitted in the same session or in the past in any Department/College/Institution will be considered as a case of copying and would lead to cancellation of Dissertation/Project Report apart from registration of unfair means case under the “Regulations for the Prevention of Malpractices in University Examinations 2023” against the candidate.***

## 10. Dissertation Submission

- a) Learners must submit **One** hard copy of the completed dissertation/project before the last date notified by the University to their respective Learner Support Centre.
- b) The dissertation should be hard bound/spiral-bound with double-sided printing.
- c) **Do not use** plastics as cover, facing sheet or for lamination.
- d) Students may choose to submit either a printed or handwritten dissertation. Printed dissertations should not exceed 25 pages, while handwritten dissertations may go up to a maximum of 30 pages.
- e) The project must be submitted on or before the last date notified for submission with the certificate, signature and seal of the Supervisor to the respective Learner Support Centre.
- f) The learner must attend a viva voce of the dissertation project for the completion of the course on a date and venue notified by the University.
- g) One hard copy of the dissertation should be kept by the learner and bring it while appearing for the Viva Voce Examination.
- h) It is advisable to retain a soft copy of the dissertation by the learners.

## **11. Format**

The University recommends the following general format for B.A. Dissertation/Project in Language and Literature:

### **Structure of the Dissertation/Project**

#### **1. Cover Page**

The cover page must include the following:

- Title of the dissertation/project
- Name of the learner
- Enrollment number
- Program name (BA English / BA Malayalam etc.)
- Name of the university (Sreenarayanaguru Open University)
- Submission date

#### **2. Certificates**

##### **Certificate from the Supervisor:**

A certificate is to be attached with the report as page 2 signed by the supervisor certifying that the work is original and completed under their guidance (See Annexure II).

#### **3. Declaration by the Learner:**

A statement signed by the learner declaring that the dissertation/project is their original work (See Annexure III) is to be attached with the report as page 3.

#### **4. Acknowledgment**

A brief section where learners express gratitude to those who supported them in the completion of the project (page 4).

#### **5. Table of Contents**

A list of all sections and subsections of the dissertation with page numbers (page 5).

#### **6. Dissertation Chapters**

The structure of the dissertation should follow this format:

Main Text includes 4 chapters, including introduction and conclusion.

1. Chapter I: Introduction
2. Chapter II
3. Chapter III
4. Chapter IV Conclusion

**7. References:** Include all sources cited in the dissertation in MLA 8th edition style as given below



### **1. Book:**

1)(Single author) Author's Last Name, First Name. Title of Book. Publisher, Year.

Example: Shelley, Mary. *Frankenstein*. Lackington, Hughes, Harding, Mavor & Jones, 1818.

2)(Two authors) First Author's Last Name, First Name, and Second Author's First Name Last Name. Title of Book. Publisher, Year.

Example: Hawkins, Stan, and Sarah Niblock. *Prince: The Making of a Pop Music Phenomenon*. Ashgate, 2011.

### **2. Articles from Journals:**

Author Last Name, First Name. "Capitalised Title of Article." Capitalised and Italicized Journal Title, vol. #, no. #, season or month + year, page numbers. Capitalized, Italicized Name of Database if Applicable, URL OR DOI (in URL form).

Example: Hannah, Daniel K. "The Private Life, the Public Stage: Henry James in Recent Fiction." *Journal of Modern Literature*, vol.30, no. 3, 2007\*, pp. 70-94. JSTOR, [www.jstor.org.ezproxy.lib.uwf.edu/stable/30053134](http://www.jstor.org.ezproxy.lib.uwf.edu/stable/30053134).

### **3. Website:**

Author(s). "Title of Article." Title of Website in Italics, Website Publisher (if different than title), Date of Publication, URL. Access date.

Example: Farkas, Meredith. "Tips for Being a Great Blogger (and a Good Person)." *Information Wants to Be Free*, 19 July 2011

## **12. Typographical Instructions**

### **Recommended Total Pages:**

A minimum of 25 pages

### **Handwritten dissertation:**

A minimum of 30 pages

- Place all page numbers to the right of the page, 1" from the bottom right edge.
- The pagination on the first page should be hidden.
- Paper must be A4 size only
- The project needs to be spiral-bound or hard bound, and double-sided printing can be done.
- Paragraphs and line spacing: double space between lines [MLA format].
- Double space between paragraphs. No additional space between paragraphs.
- Start a new Chapter on a new page.
- Chapter headings (bold/centred) must be identical

- Chapter Headings: Times New Roman, Size 16, Bold, Double Spacing, Centre of Page
- Sub-headings: Times New Roman, Size 14, Bold, 1.5 Spacing, Justified alignment
- Body: Times New Roman, Size 12, 1.5 Spacing, Justified alignment
- Page Margins of 2.5 cm on each side
- For Hindi, Malayalam, Arabic and Sanskrit body font size is recommended as 14

### **13. Assessment And Evaluation**

The purpose of the dissertation/project report is to enable you to demonstrate your capacity to carry out a substantial piece of independent research work on a selected topic of your choice.

The evaluation of the dissertation/project report carries a total of **100 marks**, distributed as follows:

- a. 70 Marks for dissertation/project report evaluation
- b. 30 Marks for Viva Voce Examination (based on the dissertation project/report )

Your dissertation/project report will be assessed according to the following four criteria:

- 1) Novelty and originality
- 2) Quality and coherence
- 3) Inclusion of necessary components such as methodology and framework
- 4) Overall contribution to knowledge

### **14. Sample Topics**

The following is a spread of sample topics which can be chosen by the candidates for preparing the projects/dissertations:

#### **BA English Language and Literature**

1. Women in Indian English Literature: Representations and Resistance
2. Language Attitudes Towards English in Kerala: A Sociolinguistic Study
3. Diasporic Identity in English Fiction: Migration, Belonging, and Culture
4. Nature and Environment in Indian English Novels: An Ecocritical Reading
5. Role of Mother Tongue in Learning English as a Second Language
6. Humour and Satire as Social Critique in Indian English Literature
7. Feminist Themes in Contemporary English Fiction
8. Language Contact and Change: Influence of Malayalam on English in Kerala
9. The Postcolonial City in Indian English Novels: Space, Memory, and Belonging.
10. Partition Literature in English: Memory, Loss, and National Identity.

## BA Malayalam Language and Literature

1. ഭാഷാപ്രഗ്രമനരീതികൾ, ഭാഷാപരിണാമം, ഭാഷാഭേദങ്ങൾ, ഭാഷാശാസ്ത്രമേഖലകൾ തുടങ്ങിയവയുമായി ബന്ധപ്പെട്ട പഠനങ്ങൾ.
2. ദലിത്പ്രാതിനിധ്യം മലയാളസാഹിത്യത്തിൽ (കഥ, കവിത, നോവൽ, ആത്മകഥാ etc.)
3. പരിസ്ഥിതി ദർശനം മലയാള സാഹിത്യത്തിൽ (കഥ, കവിത, നോവൽ etc.)
4. ഉത്തരാധുനികതയുടെ പൊതുസ്വഭാവം മലയാള സാഹിത്യത്തിൽ (കഥ, നോവൽ, കവിത, വിമർശനം)
5. മലയാള സാഹിത്യത്തിന്റെ വികാസഘട്ടങ്ങൾ.
6. സ്ത്രീപക്ഷചിന്തകൾ മലയാള സാഹിത്യത്തിൽ (കഥ, കവിത, നോവൽ, ആത്മകഥ, നാടകം, സിനിമ etc.)
5. കേരളത്തിന്റെ ചരിത്രം, സംസ്കാരം നവോത്ഥാനം, നവോത്ഥാന നായകർ, പ്രക്ഷോഭങ്ങൾ, ചരിത്ര സംഭവങ്ങൾ ആധുനികീകരണം തുടങ്ങിയവയുമായി ബന്ധപ്പെട്ട പഠനങ്ങൾ.
6. മാധ്യമങ്ങളും മലയാള സാഹിത്യവും.
7. ദൃശ്യമാധ്യമങ്ങളും സമൂഹവും.
8. കേരളീയ നവോത്ഥാനവും നവോത്ഥാനനായകരും (ശ്രീനാരായണ ഗുരു, അയ്യൻകാളി, ചട്ടമ്പിസ്വാമി, മക്കതിതങ്ങൾ etc.)
9. മലയാള ഭാഷയുടെ വ്യാകരണ നിയമങ്ങൾ, ഉല്പത്തി, ചരിത്രം, വികാസം ആധുനികീകരണം തുടങ്ങിയവയെ സംബന്ധിച്ച പഠനങ്ങൾ.
10. വിവർത്തനം മലയാള സാഹിത്യത്തിൽ.

## BA Hindi Language and Literature

1. हिंदी भाषा में व्याकरणिक लिंग: एक सामाजिक संरचना के रूप में विश्लेषण
2. हिंदी साहित्य में हाशिए पर पड़े समुदायों की प्रस्तुति: दलित, आदिवासी और स्त्री-विमर्श आदि
3. समकालीन हिंदी साहित्य में पर्यावरण चेतना का उदय
4. समकालीन हिन्दी साहित्य में सांस्कृतिक प्रतिरोध की प्रवृत्ति
5. हिंदी साहित्य में भक्तिकालीन साहित्य की भूमिका
6. हिंदी साहित्य, संस्कृति और शिक्षा: समाज निर्माण में इनकी सहभागिता
7. हिंदीफिल्मों में साहित्यिक रूपांतरण -कहानी कहने का तुलनात्मक विश्लेषण
8. हिंदी साहित्य के अनुवाद में आने वाली भाषिक और सांस्कृतिक चुनौतियाँ
9. समकालीन प्रवासी साहित्य में सांस्कृतिक संकरता की भूमिका
10. वैश्विक परिप्रेक्ष्य में हिंदी भाषा की भूमिका

## BA Sanskrit Language and Literature

1. कैरलीभाषायां संस्कृतस्य स्वाधीनता ।  
(Kairaleebhashayam Samskruthasya svadheenaha)
2. आधुनिकजीवने पञ्चतन्त्रस्य महत्त्वम् ।  
(Adhunikajeevane panchathanthrasya mahathvam)
3. संस्कृतसाहित्ये कालिदासस्य योगदानम् ।  
(Samskruthasahithye Kalidasasya yogadanam)



- 5.संस्कृतसाहित्ये पि.सि. देवस्या महोदयस्य क्रिस्तुभागवतस्य स्थानम् ।  
(Samskruthasahithye P.C.Devasya mahodayasya krustubhagavadasya sthanam)
- 6.आधुनिकदृश्यमाध्यमाः संस्कृतम् च ।  
(Adhunikadrushyamadhyamaha Samskrutham cha)
- 7.देशीयोद्ग्रथने संस्कृतस्य योगदानम् ।  
(Desheeyodgrathane Samskruthasya yogadanam)
- 8.केरलीयनवोत्थाने श्रीनारायणगुरोः योगदानम् ।  
(Keraleeyanavothane Sreenarayanagurohoyogadanam)
- 9.सङ्गणकयन्त्रं संस्कृतव्याकरणं च ।  
(Sanganakayanthram Samskruthavyakaram cha)
- 10.संस्कृतरूपके भासस्य योगदानम्। (Samskrutharupake Bhasasya yogadanam)

## **BA Arabic Language and Literature**

1. Arabic in the Qur'an (اللغة العربية في القرآن الكريم)  
(How Arabic is used in the Qur'an and its significance)
2. Arabic Vocabulary Development (تطور المفردات العربية)  
(How new words enter the Arabic language over time, study of loanwords to and from Arabic)
3. Famous Arab Writers (الكُتّاب العرب المشهورون)  
(Life and works of one or more renowned poets or writers from Arab world and India, Famous Arab women poets, works, themes and styles, impact etc)
4. Modern Arabic Poetry and the Expression of National Identity (الشعر العربي الحديث والتعبير عن الهوية الوطنية)  
(Study how poets in the 20th century, such as Mahmoud Darwish or Nizar Qabbani, used poetry to express national struggles and cultural pride)
5. Arabic Short Stories (القصص القصيرة العربية)  
(Analysis of simple short stories of different themes - eg: resistance)
6. Arabic Literature and Society (الأدب العربي والمجتمع)  
(Articulation of Social issues in short stories/ poems/ novels etc.)
7. Arabic Drama and Theatre (المسرح العربي)  
(Development of Arabic plays, famous playwrights and their contribution, specific study on a drama, study of characters etc.)
8. Arabic Novels (الرواية العربية)  
(Study themes like love, war, poverty, or social change in one or two novels, Analyze the role of the hero, heroine, or side characters in a simple novel, Explore how the writer uses language: simple, poetic, or emotional)

9. Resistance Literature (أدب المقاومة)  
(Palestinian cause in literature, prominent contributors (poets and writers), Indian freedom struggle in Arabic literature etc.)
10. Arabic Journalism (الصحافة العربية)  
(Development of Arabic Journalism, contributions of prominent newspaper, e newspapers etc. in Arab world and India)

**Learners are encouraged to consult with their supervisors to refine their topics and ensure they align with both academic standards and the objectives of the dissertation/project course. This guidance applies to topics from all disciplines, encompassing a wide range of research areas beyond the specific disciplines. Learners are free to choose topics of dissertation/project on their own provided the same is approved by the supervising teacher.**

**Prof. (Dr.) Sophia Rajan  
Head, School of Languages &  
Interdisciplinary and  
Transdisciplinary Studies**

**Prof. (Dr.) Gracious J  
Pro Vice Chancellor (i/c) &  
Controller of Examinations**

**BIO DATA CUM CERTIFICATE**

**1. Name:** .....

(As in service records):

**2. Designation & official Address:**

.....  
 .....  
 .....

**3. Communication Address:**

.....  
 .....  
 .....

(a) Mobile No(s).:

(b) E-mail id:

**4. Category of the Supervisor:**

Please put a tick mark (☐)

Full-time faculty member of Sreenarayanaguru Open University.	
Faculty members in government or aided colleges (guest/contract/permanent faculty)	
Retired faculty member of government/aided colleges or Universities.	
Academic Counsellor associated with the Sreenarayanaguru Open University.	
Ph.D. holders in the relevant subject/discipline	



**5. Date of Regular Appointment in Academic/ Research Institute  
(Govt./Aided Colleges or University):**

Date/Month/Year                      ...../...../.....

Completed years of service                      .....

☐ Retired      ☐ In Service

**6. Educational & Professional Qualifications:**

Sl No.	Degree	Year of Passing	Subject/ Discipline/ Specialization	University
1	Masters Degree			
2	Doctoral Degree			
	Other			

**7. Teaching Experience : As on the date of submission of Bio Data Cum  
Certificate**

(a) Under Graduate Level                      ..... years.....months

(b) Post Graduate Level                      ..... years.....months

**8. Field of Specialization/Special Interest(if any):**

I .....

II .....

### **Willingness to work as Project/Dissertation Supervisor – UG/PG Programmes**

I am willing to serve as Project/Dissertation Supervisor for UG/PG programme of Sreenarayanaguru Open University subject to the rules in force.

I hereby declare that the details furnished above are true and correct to the best of my knowledge. In case any of the above information is found to be false or misleading or misrepresenting, I am aware that I may be held liable for it and my empanelment as Project/Dissertation Supervisor may be immediately cancelled and necessary action, as deemed fit, may be taken against me.

Signature .....

Name : .....

Date: .....

**CERTIFICATE**

It is certified that the work contained in the thesis titled  
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by“.....  
(Name of the Learner)” has been carried out under my/our supervision and  
that this work has not been submitted elsewhere for a  
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Signature of the Supervisor

Name :

Official Address:



## DECLARATION

This is to certify that the thesis titled .....  
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has been authored by me. It presents the research conducted by me under the supervision of.....  
To the best of my knowledge, it is an original work, both in terms of research content and narrative, and has not been submitted elsewhere, in part or in full, for a degree/diploma/certificate. Further, due credit has been attributed to the relevant state-of-the-art and collaborations (if any) with appropriate citations and acknowledgements, in line with established norms and practices.

Signature of the Supervisor

Name :

Official Address: