

READ THIS FIRST

This is a format template for the MADE project report (MDEP-520 Project Work). It is a study reference made by ignouproject.com, an independent service not affiliated with or endorsed by IGNOU. It contains no findings, no data and no results. Every table is an empty shell and every finding sentence is a frame with blanks, because findings can only come from your own fieldwork. Do not submit this file.

Built on. Sections 4.1 to 4.5 and Appendices 1 and 2 of the MDEP-420 Project Work handbook (Handbook on Project Work, STRIDE, IGNOU, revision 2010, printed April 2011, eGyanKosh handle 123456789/42131). The official MDEP-520 course page on ignou.ac.in, read in October 2026, still uses that handbook's purpose and objectives.

Rules the handbook sets for the report. Between 15,000 and 18,000 words, around 60 to 70 pages, typed in double space on one side of A4 paper. Pages numbered. Annexures and bibliography are not counted in the length. One reference style only, references in alphabetical order. Proper binding so that there are no loose pages. The handbook sets no font, font size or margin.

Copies and submission. Prepare three copies, keep one and submit two to the Student Evaluation Division (SED), IGNOU, Maidan Garhi, New Delhi 110068. A copy of the approved project proposal must be attached; without it the report is not considered for evaluation. The result is announced only after the report is evaluated. Confirm the current submission address, and whether an online upload applies to your cycle, before you send.

Which stream? The handbook allows three streams: Research, Training and Material Development. Sections 1 to 5 cover the Research stream; section 6 covers Training and Material Development.

1. PAGE ORDER: RESEARCH STREAM

No.	Item	Handbook source	What goes in it
1	Cover page	Appendix 1, specimen of cover page	Title of the project report; statement that it is submitted to IGNOU in partial fulfilment of the requirement for the award of Master of Arts (Distance Education); your name; enrolment number; supervisor's name; STRIDE, IGNOU, Maidan Garhi, New Delhi 110068. [Fill from your approved proposal.]
2	Certificate of Originality	Appendix 2	Your declaration that the report is original and not submitted earlier to any institution; your signature, name, enrolment number and address; signature of the supervisor; date and place. Authenticated by your assigned supervisor.
3	Copy of the approved project proposal	Section 4.1	The proposal as approved. The handbook does not fix its position in the volume; place it where your supervisor advises and make sure it is bound in.
4	Contents	Section 4.1	Chapter-wise contents with titles and page numbers that match the pages.
5	Abbreviations	Section 4.1	Every abbreviation used in the report, in alphabetical order. [List yours.]
6	Chapters 1 to 6	Section 4.1	See section 2 of this template.
7	Bibliography / References	Section 4.1	Books, journals and other sources referred to, alphabetical, one style throughout.
8	Appendices	Section 4.1	Questionnaires and other tools used for collecting data; graphs, pictures and other supporting material.

2. CHAPTER CONTENTS: RESEARCH STREAM

Section 4.1 of the handbook lists what the research report should include as chapters. The headings below follow that list; the sub-points in brackets are prompts, not text to copy.

Chapter	Handbook requirement	Write here
1. Introduction	Background of the research, its rationale and the relevance of the topic to distance education	[Context of your institution or study centre] [Why the problem matters] [Link to the MADE courses you draw on]
2. Objectives and Likely Outcome	The objectives of the study and its likely outcome	[Objectives exactly as approved, four or fewer] [Research questions or hypotheses, if any]
3. Review of Earlier Research	A review of earlier research on the topic and its findings	[Studies you have read, grouped by theme, each with author and year]
4. Method of Study	Design; sample size; tools and techniques; processing and analysis of data	[Design] [Population and sample, with the sampling method] [Tools, adapted from where] [How data were processed]
5. Analysis of Data and Findings	Analyses of the data collected and its findings	[Tables and figures from your own data, each followed by interpretation]
6. Summary, Insights and Implications	A lucid presentation of the study in brief, the insights gained and how they may help the concept and practice of distance education	[Summary] [Insights] [Implications for distance education practice] [Limitations and suggestions for further study]

3. EMPTY TABLE SHELLS (NUMBER THEM BY CHAPTER)

Table 4.1 Population and sample

Category of respondents or units	Population (N)	Sample (n)	Sampling method
[]	[]	[]	[]
[]	[]	[]	[]
Total	[]	[]	

Table 5.1 [Variable] among [respondents]

Response category	Frequency	Per cent
[]	[]	[]
[]	[]	[]
[]	[]	[]
Total	[]	100

Table 5.2 [Variable A] by [Variable B]

[Variable A]	[B: category 1]	[B: category 2]	[B: category 3]	Total
[]	[]	[]	[]	[]
[]	[]	[]	[]	[]
Total	[]	[]	[]	[]

SAMPLE FOR STUDY REFERENCE
NOT FOR SUBMISSION

4. SENTENCE FRAMES FOR FINDINGS

Use these only with numbers from your own data. Write in your own words.

Table 5.1 shows that [] of the [] respondents ([] per cent) reported [].

The largest share of [units] fell in [category] and the smallest in [category].

On research question [], the data [support / do not support] the view that [].

If a hypothesis was stated: the [name of test] value of [] is [significant / not significant] at the [] level; hence the hypothesis H0[] is [rejected / retained].

Compared with [author, year], this study [agrees / differs] on [], possibly because [].

5. HOW THE REPORT IS GRADED (HANDBOOK FAQ)

Stream	25 per cent	50 per cent	25 per cent
Research	Task definition and approach	Literature review, findings and conclusion	Communication of ideas and presentation style
Training	Training need assessment and training programme design	Report of training sessions and evaluation	Report of training feedback and presentation style
Material Development	Identification of the medium and approach to the medium	Formation of instructional design and evaluation of the design	Presentation style and effectiveness of the medium

Grades: A Excellent, B Very Good, C Good, D Satisfactory, E Unsatisfactory. With grade D or E the learner has to rewrite and submit the report again for evaluation.

6. TRAINING AND MATERIAL DEVELOPMENT STREAMS

	Training stream	Material Development stream
Chapters	Report of the training needs assessment (TNA); training programme design (schedule, media, methods, strategies, resource persons, venue, logistics); report of at least five training sessions; report of training evaluation	Rationale for the choice of medium (and, if transforming text, a critique of the existing material); skill possessed to use the medium; formation of the instructional design; steps followed in production; report on usability; report on effectiveness
Theme guidance	Theme 10 also asks for an evaluation study of one training programme and two training resources prepared by you (case studies, presentations, handouts, games)	Theme 11 suggests about 20 minutes for an audio programme and about 10 to 15 minutes for a video programme; the material produced forms the main part of the report, submitted with its script
Appendices	Cover page; Certificate of Originality authenticated by the supervisor or the Regional Centre Director; contents; abbreviations; training resources used; copy of the approved proposal	Cover page; Certificate of Originality; contents; abbreviations; resources and technology used; copy of the approved proposal
Your notes	[]	[]

7. FINAL CHECK BEFORE BINDING

Check	Done
Title on the cover matches the approved proposal exactly	[]
Certificate of Originality signed by you and authenticated by the supervisor, with date and place	[]
Copy of the approved proposal bound in	[]
Contents page numbers match the pages	[]
Abbreviations listed	[]
Length between 15,000 and 18,000 words, excluding annexures and bibliography	[]
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Three bound copies made: one kept, two for SED	[]