Read this page first

This file is a format template for the MDVP-117 project report. It follows the order the Handbook prints in section 7 and in its 'Format for Project Report' box, and the model title page of Annexure V. It contains empty tables and sentence frames only. It has no findings and must not be submitted.

- The Handbook sets about 40 to 50 typed pages at 1.5 line spacing, not exceeding about 10,000 words excluding appendices and exhibits, with 10 per cent variation either way. This template uses 1.5 spacing for that reason.
- English, A-4 size, hard bound, one copy, sent with a cover letter and your supervisor's Remuneration Bill (Annexure IV) to the Assistant Registrar (Project Section), Students Evaluation Division, IGNOU, Maidan Garhi, New Delhi 110068, by Registered or Speed post, with 'PROJECT REPORT- MDVP-117' on top of the envelope. For the December 2026 term-end examination, an IGNOU notice listed on its Regional Centre websites announces online submission of project reports through the OPMS portal; check the current notice on ignou.ac.in for the route and last date.
- The second page is your approved proforma (Annexure II), and the certificate of originality (Annexure III) is signed by you and your supervisor. Copy their wording from your own Handbook, not from this file.
- References follow APA style, listed alphabetically, as the Handbook asks.
- Every number in your tables must come from your own data.

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Page 1: Title page (Annexure V model, plus the address the format box asks for)

Project Report: MDVP-117

On

[Title exactly as approved]

Submitted for the Award of

Master of Arts (Development Studies)

(MADVS)

By

Name: [ ]

Enrol. No: [ ]

Address: [ ]

School of Extension and Development Studies

Indira Gandhi National Open University

New Delhi 110068

[Month Year]

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Page 2: Approved Project Proposal Proforma

[Place the approved Annexure II proforma here, with the Project Proposal No. given by the School.]

Page 3: Certificate of Originality (Annexure III)

[Use the certificate wording printed in your Handbook. It names the project title, states the work is original and has not been submitted earlier, and carries the signatures, place and date of the supervisor and the student.]

Signature of Supervisor	Signature of Student
Place: [ ] Date: [ ]	Place: [ ] Date: [ ]

Acknowledgements (if any)

[A short note thanking your supervisor and the people and offices that helped. Name no respondent.]

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Table of contents

Part	Title	Page
	Approved proforma; Certificate of originality; Acknowledgements	[ ]
Chapter 1	Introduction (objectives, problem statement, rationale)	[ ]
Chapter 2	Review of literature	[ ]
Chapter 3	Methodology (locale, sample, tools, statistical analysis)	[ ]
Chapter 4	Results and discussion	[ ]
Chapter 5	Conclusion, limitations and suggestions for further work	[ ]
	References (APA)	[ ]
	Appendix: interview schedule or questionnaire	[ ]

Page budget (our planning suggestion, not an IGNOU rule):

Part	Pages (of about 40 to 50)	Words (of about 10,000)
Chapter 1	[ ]	[ ]
Chapter 2	[ ]	[ ]
Chapter 3	[ ]	[ ]
Chapter 4	[ ]	[ ]
Chapter 5	[ ]	[ ]

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Chapter 1: Introduction

What the topic is: [two or three sentences].

How the topic emerged and what made you take it up: [ ].

Problem statement: [one paragraph, neutral wording].

Objectives: (1) To [ ]; (2) To [ ]; (3) To [ ].

Rationale: [why the study matters for development practice in your locale].

Chapter 2: Review of literature

Group the studies you read by theme, not one after another. Every author named here must appear in the References, and every reference must be cited here.

Theme	Author and year	What the study found	Gap your study addresses
[ ]	[ ]	[ ]	[ ]
[ ]	[ ]	[ ]	[ ]
[ ]	[ ]	[ ]	[ ]

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Chapter 3: Methodology

Method: [case study (explanatory / descriptive / exploratory) or survey (name the type)], as approved.

Item	What you write
Locale	[place, with population source]
Universe	[ ]
Sample size and method	[ ] chosen by [ ] because [ ]
Tools	[interview schedule / questionnaire / observation / records], see Appendix
Period of data collection	[month year] to [month year]
Statistical analysis	[percentages / cross-tables / test], used for objective [ ]
Ethics	[consent, confidentiality, how names were protected]

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Chapter 4: Results and discussion

Table 4.1: [Title] (N = [ ])

Category	Frequency	Per cent
[ ]	[ ]	[ ]
[ ]	[ ]	[ ]
[ ]	[ ]	[ ]
Total	[ ]	100

Source: field survey, [month year].

Frame: Table 4.1 shows that [ ] per cent of respondents [ ], while [ ] per cent [ ]. This [agrees / does not agree] with [author, year], who reported [ ].

Table 4.2: [Variable A] by [Variable B]

[A] \ [B]	[ ]	[ ]	Total
[ ]	[ ]	[ ]	[ ]
[ ]	[ ]	[ ]	[ ]
Total	[ ]	[ ]	[ ]

Frame, only if a test was approved: the [test] value of [ ] is [significant / not significant] at [ ] per cent; hence [the association is / is not] supported.

Frame for a case study theme: In [document / interview], [role] said that [paraphrase]. This points to [ ], which the records of [date] [confirm / do not confirm].

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Chapter 5: Conclusion, limitations and suggestions for further work

Conclusion for objective 1: [ ].

Conclusion for objective 2: [ ].

Conclusion for objective 3: [ ].

Limitations: [constraints you actually met].

Suggestions for further work: [what a later study could take up].

References (APA, alphabetical)

Book: Author, A. A. (Year). Title of the book. Publisher.

Journal article: Author, A. A. (Year). Title of the article. Journal Name, volume(issue), pages.

Book chapter: Author, A. A. (Year). Title of chapter. In E. Editor (Ed.), Title of book (pp. [ ]). Publisher.

Website: Organisation. (Year). Title of page. URL (accessed on [date]).

Appendix

Appendix 1: [Interview schedule / questionnaire] used for this research. Attach a blank copy of the tool you used.

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