

READ ME FIRST

What this file is. A format template for an MECP 301 project report in IGNOU's MA Economics (MAEC) programme: page order, chapter contents, empty table shells and sentence frames. It contains no results. Every number and every finding in your report must come from your own data and your own analysis.

What it is based on. IGNOU has not published an MECP 301 project guide as of October 2026. The page order follows the MECP-101 Project-Work Guide (SOSS, October 2015), Section 2.2.3 and Annexures B and C. The length follows the MAEC Programme Guide for MECP-202: about 15,000 to 20,000 words, about 50 to 60 pages, typed double space. The 2015 guide said one-and-a-half spacing; where the two differ, this template follows the newer Programme Guide. If IGNOU issues an MECP 301 guide, follow it.

Language and originality. The 2015 guide allows the report in English or Hindi, and says the soft copy is checked with anti-plagiarism software. Write in your own words; do not copy any published or unpublished project.

The tables and frames are drawn for the sample topic in the companion file (growth and instability of agricultural credit in a state). Replace them with tables that fit your own objectives.

Getting your own draft checked. ignouproject.com checks a learner-written report against the IGNOU guidance and returns corrections: ignouproject.com/ignou-project-synopsis-correction/. You remain the author; IGNOU's evaluator decides the marks.

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Prepared by BK Sahni, ignouproject.com, 3 October 2026. ignouproject.com is an independent service, not affiliated with or endorsed by IGNOU.

Page Order of the Report

#	Page	What goes on it	Basis
1	Cover page	Fields of Annexure B: programme code, course code, enrolment number, Study Centre, Regional Centre, topic, declaration, signature, name, address, year	MECP-101 guide, Annexure B
2	Supervisor's certificate	Annexure C, signed and dated by the supervisor	MECP-101 guide, Annexure C (position is common practice)
3	Contents	Chapters, sections and page numbers	MECP-101 guide 2.2.3 (b)
4	List of tables, maps and figures	Numbered as Table 3.1, Figure 3.1 and so on	MECP-101 guide 2.2.3 (b)
5	Acknowledgements	One page	MECP-101 guide 2.2.3 (c)
6	List of abbreviations	Alphabetical	MECP-101 guide 2.2.3 (d)
7	Chapter 1 onwards	Introduction with objectives and research methodology, then the body	MECP-101 guide 2.2.3 (e), (f)
8	Last chapter	Objective-wise findings and suggestions	MECP-101 guide 2.2.3 (g)
9	References	New page, alphabetical by author surname	MECP-101 guide 2.2.4
10	Annexures	Data tables, questionnaire if any	Common practice

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Cover Page (Annexure B layout)

Field	Entry
Programme Code	MAEC
Course Code	MECP 301
Enrolment No.	[]
Study Centre Code	[]
Regional Centre	[]

TOPIC OF THE PROJECT WORK

[Exactly the title approved in your proposal, word for word]

Project Work submitted to the Indira Gandhi National Open University in partial fulfilment of the requirements for the award of the Degree, Master of Arts (Economics). I hereby declare that this work has been done by me and has not been submitted elsewhere.

Signature of the Candidate: []

Name of the Candidate: []

Address: []

Year: []

Wording from Annexure B of the MECP-101 guide (2015), with the MAEC programme code and MECP 301 course code.

Supervisor's Certificate (Annexure C layout)

CERTIFICATE

Certified that the Project Work entitled [topic] submitted by [name of the candidate] is his/her own work and has been done/redone in the light of evaluator's comments under my supervision. It is recommended that this Project be placed before the examiner for evaluation.

(Signature of the Supervisor)

Name: []

Address: []

Study Centre: []

Regional Centre: []

Date: []

The supervisor signs this personally. Wording from Annexure C of the MECP-101 guide (2015).

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Chapter 1: Introduction

The MECP-101 guide places the approach, the rationale for the theme, the objectives, the research methodology, the techniques for data collection and analysis and the limitations in the first chapter. It asks for a brief review of similar studies within a maximum of 2 to 3 pages.

Section	Contents to write
1.1 Background and rationale	Why the issue matters in [State]; why you chose it
1.2 Review of studies (2 to 3 pages)	Studies you actually read, cited author (year); the gap
1.3 Objectives and hypotheses	Copy from the approved proposal without change
1.4 Research methodology	Theoretical perspective; data sources and periodicity; formulae; tests; software
1.5 Limitations	What the data and methods cannot show
1.6 Chapter scheme	One line per chapter

Chapter 2: [Policy setting of your topic]

[Describe the institutions and policies relevant to your topic, with sources. End with a short 'summing up' paragraph, as the MECP-101 guide advises for every chapter.]

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Chapter 3: [Analysis for Objectives 1 and 2]

Table 3.1: [Variable], [State], [first year] to [last year]

Year	Credit (Rs crore)	In (Credit)
[]		
[]		
[]		
[]		
[]		

Source: [exact publication and table]. Add one row for every year of your period.

Table 3.2: Trend equation $\ln Y_t = a + b t$

Period	a	b	SE (b)	t	Adj. R2	CAGR (%)
[]						
[]						
[]						

For [period], the estimated trend coefficient b is [], which gives a compound annual growth rate of [] per cent per annum. The t-value of [] is [significant / not significant] at the [5] per cent level; hence H01 is [rejected / retained].

Table 3.3: Instability of [variable]

Period	Mean	SD	CV (%)	Adj. R2	Instability index
[]					
[]					
[]					

The instability index is [] for sub-period I and [] for sub-period II, which indicates [higher / lower] year-to-year instability in [sub-period].
[Explain why, using your sources, not guesses.]

Chapter 4: [Analysis for Objective 3]

Table 4.1: Ratio of [credit] to [agricultural GSVA], per cent

Year	Credit	GSVA	Ratio (%)
[]			
[]			
[]			
[]			

Table 4.2: Test of difference in the mean ratio between sub-periods

Sub-period	n	Mean (%)	SD	t	df	p-value
[]						
[]						

The mean ratio is [] per cent in sub-period I and [] per cent in sub-period II. The t-value of [] with [] degrees of freedom is [significant / not significant] at the [5] per cent level; hence H02 is [rejected / retained].

Chapter 5: Findings and Suggestions

Finding on Objective 1: []

Finding on Objective 2: []

Finding on Objective 3: []

Suggestions: [only those that follow from your own findings]

The MECP-101 guide asks you to list objective-wise findings.

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How the Report Is Marked (MECP-101 guide, 2015)

Head	Weight	What earns it
Clarity of topic	10%	A narrow topic with aspect, place and period
Language, coherence, style	10%	Own words; linked sections; summing-up paragraphs
Clarity of objectives	15%	Two to three objectives with functional verbs
Methodology	20%	Data, periodicity, formulae and tests stated in Chapter 1
Analysis and interpretation	25%	Tables explained, not just shown
Conclusions / inferences	10%	Objective-wise, drawn only from your results
References	10%	Every source cited, listed alphabetically

These weights are printed in the 2015 MECP-101 guide. IGNOU has not published MECP 301 weights.

Before You Submit

Check	Basis
Proposal approved before you began; title identical to the approved title	Programme Guide; MECP-101 guide
Report goes to the Registrar, Student Evaluation Division, IGNOU, Maidan Garhi, New Delhi 110068, not to the Course Coordinator	Programme Guide (MECP 201/202 rule; confirm for MECP 301)
Cover page (Annexure B) and supervisor's certificate (Annexure C) signed	MECP-101 guide
Project evaluation fee paid with the TEE form: Rs 300 for a project of up to 4 credits	Common Prospectus July 2026, p. 27
Evaluation is on the report and a viva voce; 40 per cent needed in each (MECP-202 rule)	Programme Guide; MECP-202 guide
A full copy kept with you; the submitted copy is not returned	MECP-101 guide
Check whether SED has notified online upload for your cycle	Current SED notice