Read this page first

This file is a format template for the IGNOU MADJ Project dissertation, MDJP-004, with short outlines for the other two MADJ project courses, MDJP-005 Production Portfolio and MDCP-006 Internship or Development-based Research Project. It holds page order, chapter contents, empty table shells and sentence frames. It holds no findings and no numbers: your results can come only from your own fieldwork.

Why the page order here is a choice we made

The MDJP-004 Project Work Manual (January 2025 batch onwards) describes the front of the report three times, and the three lists do not agree:

- Section 5.5 puts contents, list of tables, acknowledgements and the signed Annexures B and C before the approved Annexure A, with abbreviations on the 8th page.
- Section 5.6.1 lists the title page (Annexure D), then the approved proforma (Annexure A), then the certificates (Annexures B and C), then the chapters, references and appendix.
- Section 5.6.8 asks for a 100-word abstract immediately after the approval sheet, then the index page and the list of figures and tables. Section 5.6.6 also says references should follow the appendices, while the 5.6.1 list puts references before the appendix.

Section numbers here follow the manual's body text; its contents page numbers some of these sections one higher. Page 3 of this file gives one order that keeps Annexure A ahead of the certificates (5.6.1), puts the abstract directly after it (5.6.8) and places references before the appendix (5.6.1). It is our reading, not an IGNOU instruction. If your supervisor or the School tells you to use another order, follow them.

What you must not do

Do not submit this file. The cover, certificates and proforma you bind must be the ones printed in your own manual, filled and signed in original. ignouproject.com is an independent service, not affiliated with or endorsed by IGNOU.

Who made this file

Prepared in November 2026 by the ignouproject.com editorial desk with AI assistance, from the MDJP-004, MDJP-005 and MDCP-006 Project Work Manuals (all marked effective from the January 2025 batch) and the MADJ Programme Guide (2025), read that month. Published under the editorial responsibility of BK Sahni, Shri Chakradhar Publication Pvt. Ltd., New Delhi.

SAMPLE FOR STUDY REFERENCE; NOT FOR SUBMISSION

MDJP-004 FORMAT AT A GLANCE

All rows below are taken from sections 5.5, 5.6.8 and 6 of the MDJP-004 manual.

Item	What the MDJP-004 manual says
Length	Between 10,000 and 12,000 words (60 to 70 pages), in about 4 to 5 chapters
Language	English or Hindi; Hindi typing in an appropriate 12-point font
Paper	Standard A4 white sheet; single side printing allowed
Type	APA options, for example 12-point Times New Roman, 11-point Georgia, 11-point Calibri or Arial; figures in sans serif 8 to 14 point
Spacing	1.5 line spacing for running text; single spacing for figures and tables
Margins and alignment	1.5-inch margins on every side; text aligned left, right edge uneven, no full justification, no manual hyphens
Page numbers	Top right corner on every page; the title page is page 1
Running head	Capital letters, no more than 50 characters with spaces, left aligned, the same on every page
Headings	APA levels 1 to 5; use only as many levels as the work needs
Citation style	APA, in text and in the reference list
Binding and cover	Hardbound evaluation copies with black covers; front cover as Annexure D, lettering embossed
Copies	Prepare two; send one with a cover letter and your supervisor’s Remuneration Bill; keep one

ignouproject.com study file: IGNOU MADJ Project dissertation report format (MDJP-004)
Not an IGNOU document. Not for submission.

ONE PAGE ORDER FOR THE BOUND COPY

Our reconciled order (see page 1 for why). Tick each item as you bind.

No.	Item	Source in the MDJP-004 manual	Tick
1	Front cover: Annexure D, embossed, black hardbound	5.5, 5.6.1, 5.6.8	[ ]
2	Approved Project Proposal Proforma, Annexure A, in original	5.5, 5.6.1, 5.6.8	[ ]
3	Abstract, about 100 words	5.6.8 (immediately after the approval page)	[ ]
4	Certificate of Originality, Annexure B, signed by you and your supervisor	5.5, 5.6.1, 6	[ ]
5	Certificate from the Supervisor, Annexure C, signed	5.5, 5.6.1, 6	[ ]
6	Acknowledgements	5.5	[ ]
7	Contents (index page) with page numbers	5.5, 5.6.8	[ ]
8	List of tables, maps and figures	5.5, 5.6.8	[ ]
9	List of abbreviations, in alphabetical order	5.5	[ ]
10	Chapter 1 to Chapter 4 or 5	5.5, 5.6.1 to 5.6.5	[ ]
11	References (APA)	5.6.1, 5.6.6	[ ]
12	Appendices in Roman numerals: blank questionnaire or interview schedule, focus group guide, sample sheets	5.6.1, 5.6.7	[ ]

The title on the cover, on Annexure A and in every certificate must be word for word the title you sent in your proposal: section 4.3 of the manual says not to change the topic or even its wording.

ignouproject.com study file: IGNOU MADJ Project dissertation report format (MDJP-004)
Not an IGNOU document. Not for submission.

CHAPTER FRAMES

Each chapter frame below restates what sections 5.5 and 5.6 of the manual ask for. Write your own text under each heading. The manual asks for a short 'Summing Up' paragraph at the end of each chapter.

Chapter 1: Introduction

- Topic, context and rationale; why the topic matters for development journalism
- Statement of the problem
- Aims and objectives, stated briefly and explicitly
- Research questions; hypotheses if any
- Summing up

Chapter 2: Review of Literature

- A critical appraisal of earlier studies: what was done, its focus, what is missing
- How your study adds a new dimension
- Every study cited here appears in your reference list
- Summing up

Chapter 3: Research Design and Methodology

- Objectives restated; approach (quantitative, qualitative or both)
- Case study or survey, as the manual advises
- Locale, population, sample and sampling method
- Tools (questionnaire, interview schedule) and their design
- Fieldwork, supervision, recording, data verification and quality control (section 5.3)
- Analysis techniques (MDCE-006 Block 4; tests in Unit 13)
- Summing up

Chapter 4: Findings and Discussion

- One section for each objective (the manual asks that each findings chapter match a specific objective)
- Short tables inside the text; large tables on separate pages, each placed after its first mention

SAMPLE FOR STUDY REFERENCE, NOT FOR SUBMISSION

- Interpretation in your own words after every table
- Summing up

Chapter 5: Summary and Conclusions

- Brief report of the work carried out
- Conclusions from the analysis, each point stated separately
- Suggestions
- Scope for future work

SAMPLE FOR STUDY REFERENCE, NOT FOR SUBMISSION

EMPTY TABLE SHELLS AND SENTENCE FRAMES

These are frames only. The brackets stay empty until you have your own data.

Table 4.[ ]: [Title stating variable, respondents, place and year]

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

Source: Field survey, [month, year].

Table 4.[ ]: [Variable A] by [Variable B]

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

Sentence frames for your own results

- Table 4.[ ] shows that [ ] per cent of respondents named [ ] as their main source of information, followed by [ ] ([ ] per cent).
- The chi-square value of [ ] with [ ] degrees of freedom is [significant / not significant] at the [ ] level; hence H_0[ ] is [rejected / retained].
- Objective [ ] asked [ ]. The data in Tables 4.[ ] to 4.[ ] indicate that [ ].

SAMPLE FOR STU NOT FOR SUB EREN

OUTLINE: MDJP-005 PRODUCTION PORTFOLIO

From the MDJP-005 manual (January 2025 batch onwards). No supervisor and no proposal approval are described. Complete any 10 of the 12 activities; each carries 10 marks; total 100; pass mark 40 per cent. The manual says it can be prepared in English. Two typed hardbound copies, one sent.

No.	Activity	Quantity (as printed)	Length or rule printed
1	Research based news article / investigative report	2	500 to 700 words
2	Feature article	2	500 to 700 words
3	Opinion writing / article	2	500 to 700 words
4	Review writing / article	2	500 to 700 words
5	News script for radio / TV	1 TV + 1 radio	Minimum 60 to 90 seconds
6	News script for print media	2	3 to 4 columns
7	News script for online news portal	2	Topic from MDJ-003 and Table 1
8	Research article	1 (heading prints 5x2)	500 to 700 words; topic from MDCE-006
9	Interview	1 (heading prints 5x2)	News format, 500 to 700 words
10	Social campaign planning and designing	2	Minimum 2 campaigns
11	Case study	1 (heading prints 5x2)	500 to 700 words
12	Questionnaire for research	1 (heading prints 5x2)	Minimum 20 questions in the six sections listed

Presentation order printed in the manual: cover page (Annexures A and B), table of contents, introduction (overview of development journalism; objective of the portfolio), references, appendices. Note: the manual’s Annexure A cover prints “Project Work: MDCP-005” and its originality certificate names the PGDDC / MADJ first year; check the wording with the Programme Coordinator (madj@ignou.ac.in) before you print.

ignouproject.com study file: IGNOU MADJ Project dissertation report format (MDJP-004)
Not an IGNOU document. Not for submission.

OUTLINE: MDCP-006 IN THE FIRST YEAR

From the MDCP-006 manual (PGDDC and MADJ first year, January 2025 batch onwards). 4 credits, about 120 hours, of which about 100 hours in the field (a minimum of 25 working days at 4 hours a day). The manual's instructions page says English only, while its body says the project may be written in English. Two typed hardbound copies; one sent with a cover letter.

Option 1: Internship report sections (as printed)

No.	Section
1	Title page
2	Acknowledgements
3	Executive summary
4	Introduction to the host agency
5	Objectives of the internship
6	Description of tasks and responsibilities
7	Skills and knowledge acquired
8	Challenges encountered
9	Recommendations for future interns
10	Conclusion
11	Appendices (photographs, samples of work, certificates)

Mandatory annexures for an internship report, per the manual's instructions page: Annexure A (cover page) and Annexure B (certificate of originality).

Option 2: Development-based research project

- Proposal of about 4 to 5 pages with the Annexure A proforma, to the Programme Coordinator, PGDDC and MADJ (1st Year), Block 15-A, SOJNMS; envelope marked 'Project Proposal MDCP-006'.
- Report of 10,000 to 12,000 words (the manual's standard size) in 4 to 5 chapters, following the same chapter frames as MDJP-004 (page 4 of this file).
- Annexures A, B and C are mandatory, per the manual's instructions page.

SAMPLE P NOT FO