Read this page first

1. This file is a format template, not a report. Part A gives the page order of the MJMP-120 Major Project Work (Dissertation) as the MJMP-120 Handbook lists it, with empty frames. Part B gives the MNMP-101 folder layouts for both options, including a blank day-wise internship record. Part C gives the MJMP-022 Research Portfolio folder order. There are no findings, no data and no answers in this file: those can only come from your own work.

2. Built from: the MJMP-120 Handbook (SOJNMS, for MAJMC, MAJMCOL and MAJEM; file dated September 2025), the MNMP-101 Project Guide (SOJNMS; file dated September 2025) and the MJMP-022 Handbook (SOJNMS; eGyanKosh, 2026), read by the ignouproject.com editorial desk in November 2026. Where the IGNOU documents disagree with each other, this file says so instead of choosing silently.

3. How it was made: prepared by the ignouproject.com editorial desk with AI assistance, every rule checked against the IGNOU documents named above, and published under BK Sahni's editorial responsibility.

4. Square brackets [like this] mark the places where only your own facts, your own research and your own words can go. Nothing in this file is yours to copy, and nothing in it can be submitted to IGNOU.

5. IGNOU expects your project to be your own work. The MJMP-120 Handbook says that if there is evidence of copying or any other malpractice, the work will be rejected at evaluation; the MJMP-022 Handbook says project work may be rejected if such evidence is found. A copied or lightly edited sample puts your whole course at risk.

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SAMPLE FOR STUDY REFERENCE; NOT FOR SUBMISSION

Part A. MJMP-120 Major Project Work (Dissertation)

The MJMP-120 Handbook lists the structure in this order. It says the size depends on the nature of the study, and that it is desirable to write around 15,000 words (approximately 60 to 70 pages) in a standard size, double-spaced, typed form. References follow APA style.

Order	Part	Source and what to watch
1	Cover page	Format on p. 17 of the Handbook (fields below)
2	Approval letter	Received from your Learner Support Centre (Study Centre) or Regional Centre after the viva of the research methodology practical (the Handbook calls it MJML-122; the Common Prospectus July 2026 lists it as MJML 222)
3	Examination fee receipt	For the current term-end examination
4	Duly signed resume of the supervisor	Signed by the supervisor
5	Certificate from the supervisor	Format on p. 18 (text below)
6	Declaration by the student	Format on p. 19 (text below)
7	Content	List of chapters with page numbers
8	Abstract	
9	Introduction	
10	Review of Literature	
11	Research Methodology	
12	Findings and Analysis	
13	Discussion	
14	Conclusion	
15	References	APA style

The Handbook's structure list ends at References and names no appendix. If your tool (for example a questionnaire) has to be shown, ask your supervisor where it should go.

A1. Cover page fields (p. 17 of the MJMP-120 Handbook)

[Dissertation Title]

Submitted in partial fulfilment of the requirements for the degree of

Master of Arts in Journalism and Electronic Media

by

Name of Student:	[ ]
Enrollment number:	[ ]
Study Centre Code:	[ ]
Regional Centre Code:	[ ]
Programme Code:	MAJEM
Course Code:	MJMP-120
Supervisor:	[ ]

School of Journalism and New Media Studies, Indira Gandhi National Open University, Maidan Garhi, New Delhi - 110068

The Handbook's specimen prints both degree names (Master of Arts in Journalism and Mass Communication / Master of Arts in Journalism and Electronic Media); a MAJEM learner keeps the MAJEM line. The specimen also carries the IGNOU logo, which this template leaves out.

SAMPLE FOR STUDY REFERENCE NOT FOR SUBMISSION

A2. Certificate from the supervisor (format on p. 18)

CERTIFICATE

This is to certify that the dissertation entitled ....(Title of the Dissertation).... submitted by ....(Name of the student).... having Roll Number ....(Enrollment Number of the Student).... for the partial fulfilment of the requirements of Master of Arts in Journalism and Mass Communication / Master of Arts in Journalism and Electronic Media Degree of the School of Journalism and New Media Studies, IGNOU, embodies his/her original work carried out under my supervision.

Place:	Signature of the Supervisor
Date:	Name:
	Designation:

A3. Declaration by the student (format on p. 19)

DECLARATION

I hereby declare that the work embodied in this dissertation entitled "....." has been carried out by me under the supervision of ..... This has not been submitted for any degree, either in part or in full, to this university or any other university. This is my original research work, which I completed under the guidance and supervision of my supervisor.

Place:	Signature of the Student
Date:	Name:
	Enrolment No.:

SAMPLE FOR STUDY REFERENCE
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A4. Chapter frames (empty)

The MJMP-120 Handbook asks you to collect data by the method in your approved research proposal, present it with graphs and tables as needed, analyse it, write the answers your analysis gives to your research questions, and end with a conclusion. For how to write the report, the Handbook sends you to Unit 16 of MJM-031 (Communication Research Methods), printed there as MJM-31.

Research Methodology: proposal-to-chapter check

Item from your approved proposal	Where it appears in your dissertation	Same as approved? (yes / changed, with reason)
[Research question 1]	[Chapter and page]	[ ]
[Method]	[Chapter and page]	[ ]
[Sample and how it was drawn]	[Chapter and page]	[ ]
[Tool used]	[Chapter and page]	[ ]

Findings and Analysis: empty table shell

Table [n]: [title in your words]	[Category 1]	[Category 2]	[Category 3]	Total
[Group or variable]	[ ]	[ ]	[ ]	[ ]
[Group or variable]	[ ]	[ ]	[ ]	[ ]
Total	[ ]	[ ]	[ ]	[ ]

Source: [your own data, collected on dates]

Sentence frames (fill only from your own results)

Table [n] shows that [ ] of the [ ] respondents [ ], while [ ] [ ].

On research question [n], the data [support / do not support] the expectation that [ ], because [ ].

This finding [agrees / disagrees] with [author, year], who reported [ ]; a likely reason for the difference is [ ].

References in APA style (frames)

Book: [Author surname], [Initials]. ([Year]). *[Title of the book]*. [Publisher].

Journal article: [Author surname], [Initials]. ([Year]). [Title of the article]. *[Journal name]*, *[volume]*([issue]), [pages]. [DOI if any]

SAMPLE FOR STUDY REFERENCE, NOT FOR SUBMISSION

The MJMP-120 Handbook points to APA's own examples at apastyle.apa.org (style-grammar-guidelines, references, examples).

SAMPLE FOR STUDY REFERENCE, NOT FOR SUBMISSION

Part B. MNMP-101 Project Work (Electronic Media) folder layouts

The MNMP-101 Project Guide gives two options and asks you to choose only one. Compile all items in one folder with your details (Name, Enrolment number, Programme Code, Course Code, Email id, Phone number and Address) on the front page.

Option 1: documentary (30 to 40 minutes)	Option 2: internship (minimum 21 working days)
1. Concept note (Title, Logline, Synopsis, Reason to select the topic, Target audience), hard copy	1. Detailed profile of the organisation where you completed the internship
2. Details of your library and field research, hard copy	2. At least five photographs showing you working for the media organisation
3. Post-shoot (final) script, hard copy	3. Day-wise Student's Internship Record: a separate record for each of the 21 working days
4. Final edited documentary on CD, DVD, pen drive or a Google Drive link with access to all	4. Documents showing your work on every day (scripts, photographs, audio or video files); hard copies attached, soft copies on CD, DVD, pen drive or Google Drive with access to all

The Guide says the internship report will not be accepted without all supporting documents of your work, and that you arrange the internship yourself in a television channel, radio station or online platform dealing with audio or audio-visual content production.

SAMPLE FOR STUDY REFERENCE
NOT FOR SUBMISSION

B1. Day-wise internship record (one sheet per working day; make 21)

The form printed in the MNMP-101 Project Guide carries "Programme Code: PGDEME" and "Course Code: MNMP-001" in its heading. The Guide does not say what MAJEM learners should write there. This template leaves both blank: write the codes on your own registration, and confirm the form with SOJNMS if you are unsure.

Student's Record of Internship (Day [ ])	
Programme Code: [ ]	Course Code: [ ]
Name of the Student: [ ]	Enrolment Number: [ ]
Date: [ ]	Organization: [ ]
Work done during the internship (on this particular day)	**Skills/Knowledge Acquired**

SAMPLE FOR STUDY REFERENCE, NOT FOR SUBMISSION

Note: Attach relevant documents which show the work done by you on this particular day.

Signature of the Student .....

Part C. MJMP-022 Research Portfolio folder order

The MJMP-022 Handbook (2026) asks for ten fixed activities, needs no supervisor and no synopsis approval, and accepts typed work. It lists what goes in the submission:

Order	Item (as listed in the MJMP-022 Handbook)
1	Cover page: Name, Enrolment number, Programme Code, Course Code, Study Centre Code, Regional Centre name and code, Email id, Phone number and Address
2	IGNOU Identity Card
3	Examination fee receipt of MJMP 022
4	Table of the 10 activities given in the Handbook
5	All the 10 activities together in one file

Cover page fields for MJMP-022

Field	What to write
Name	[ ]
Enrolment number	[ ]
Programme Code	MAJEM
Course Code	MJMP-022
Study Centre Code	[ ]
Regional Centre name and code	[ ]
Email id	[ ]
Phone number	[ ]
Address	[ ]

This template deliberately carries no worked activity. The ten activities are your assessed work.

Submission, all three courses

The MNMP-101 Project Guide and the MJMP-120 and MJMP-022 Handbooks give the same two modes: online through the link IGNOU publishes for each term-end examination, or offline by post to the Registrar, Student Evaluation Division, IGNOU, Maidan Garhi, New Delhi - 110068, spiral bound or hard bound, with "Project Work (Course Code: ..., Programme Code: ...)" on the envelope. Use only one mode. The MJMP-120 and MJMP-022 Handbooks also ask you to keep a copy of the whole project with you.