Read this page first

1. This file shows what the concept note for MNMP-101 Project Work (Electronic Media), Option 1 (audio or audio-visual documentary), can look like when it is laid out on the five headings the MNMP-101 Project Guide names: Title, Logline, Synopsis, Reason to select the topic, and Target audience. It then shows how to plan the research record and the pre-shoot script that follow.

2. Built from: the MNMP-101 Project Guide: Project Work (Electronic Media), School of Journalism and New Media Studies (SOJNMS), IGNOU (file dated September 2025), and the IGNOU Common Prospectus, July 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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Part 1. The concept note, laid out on the five headings

The MNMP-101 Project Guide asks for a concept note first and lists exactly five items for it. Item 1 of your final folder is this concept note, in hard copy. The sample topic below is ours and is used only to show the layout; choose a topic from your own town and your own access.

Front page of the folder (fields named in the MNMP-101 Project Guide)

Field	What to write
Name	[Your full name as on your IGNOU identity card]
Enrolment number	[Your enrolment number]
Programme Code	MAJEM
Course Code	MNMP-101
Email id	[Your registered email id]
Phone number	[Your phone number]
Address	[Your postal address]

1. Title

Behind the Small Window: The Projectionists of [name of the cinema hall], [your town]

Format: audio-visual documentary, planned running time [30 to 40] minutes (the MNMP-101 Project Guide sets 30 to 40 minutes).

2. Logline

At [name of the cinema hall], [your town], [number] projectionists run the daily shows; this documentary follows them through one working week to ask what their skill means to the hall and to its audience.

3. Synopsis

The documentary opens in the projection room before the first show, as [name of projectionist 1] switches on the equipment and checks the screen through the small window above the seats. It then moves between three strands. The first is the daily routine of the projection room across [number] shows a day. The second is memory: [name of projectionist 2] describes, in [his or her] own words, the years of [film reels or the changeover to digital, as he or she tells it]. The third is

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the hall's present: the owner or manager, [name], on running costs and audiences, and three or four regular viewers on why they come.

The film closes on an evening show on [day you choose after your field visits], with the projectionists at work while the audience watches the film they are running. No outcome is assumed in advance: whatever the interviews show about the hall's future is what the film reports.

4. Reason to select the topic

[Write two or three paragraphs in your own words. Answer three questions: why this hall and these people matter to your town; what you can film that nobody else has recorded; and why you can finish the work in the time you have. Example of the kind of point to make, to be checked against your own access: you live [distance] from the hall, the owner has agreed in principle to filming on [dates], and two projectionists have agreed to be interviewed.]

5. Target audience

Primary audience: [for example, viewers of a regional television channel's weekend documentary slot, or an online audience interested in local history]. Secondary audience: [for example, students of media and film in your state]. Language of narration and interviews: [language], with [subtitles in English or none].

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Part 2. Research record (item 2 of the MNMP-101 folder)

The MNMP-101 Project Guide asks for both library research and field research, and for details of these activities in hard copy. A record kept as you go is easier to submit than one written from memory at the end.

Library research log

No.	Source (book, newspaper, magazine, research paper, report, journal or documentary)	What it adds to the film	Date read
1	[Author or publisher], [year], [title], [where found]	[One line]	[Date]
2	[Author or publisher], [year], [title], [where found]	[One line]	[Date]
3	[Author or publisher], [year], [title], [where found]	[One line]	[Date]

Field research log

Date	Place visited	People met (with consent noted)	What was learned	Photos or recordings
[Date]	[Place]	[Name, role, consent: yes]	[One line]	[File names]
[Date]	[Place]	[Name, role, consent: yes]	[One line]	[File names]

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Part 3. Pre-shoot script layout

The MNMP-101 Project Guide asks you to prepare a pre-shoot script before you shoot, then write a post-shoot (final) script after going through the recorded material, and edit to that final script. Of the two scripts, only the post-shoot (final) script is listed for the folder (item 3); the pre-shoot script is what keeps the shoot on time. A common two-column layout is shown below; IGNOU does not prescribe this layout.

Seq.	Visual (what the camera sees)	Audio (what the viewer hears)	Planned duration
1	[Projection room before the first show]	[Natural sound; no narration]	[min:sec]
2	[Interview, projectionist 1]	[Interview question set A]	[min:sec]
3	[Hall, audience arriving]	[Narration line in your words]	[min:sec]
4	[Archive or still photographs, if permission is given]	[Interview, projectionist 2]	[min:sec]
...	[Continue to the closing sequence]	[...]	Total: [30 to 40 min]

Shoot plan

Item	Your plan
Camera	[Any camera, including a smartphone, is allowed by the MNMP-101 Project Guide]
Sound	[Microphone or recorder you will use]
Permissions	[Written permission from the hall owner; consent from each person filmed]
Shoot days	[Dates]
Edit software	[Name]

Part 4. What goes into the MNMP-101 folder (Option 1)

No.	Item (as listed in the MNMP-101 Project Guide)	Form
1	Concept note (Title, Logline, Synopsis, Reason to select the topic, Target audience)	Hard copy
2	Details about your research activities (library and field research)	Hard copy
3	Post-shoot (final) script of your documentary	Hard copy

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No.	Item (as listed in the MNMP-101 Project Guide)	Form
4	Final edited audio or audio-visual documentary	CD, DVD, pen drive, or a Google Drive link with access to all

Compile all four items in one folder and put your details on the front page, as shown in Part 1. For submission routes and dates, follow the guide and the current IGNOU notice for your term-end examination.

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