

## Maharashtra University and College Librarians Association

### Application Form MUCLA Minor Research Project

#### Guidelines and instructions

- 'Librarian' means full time approved College Librarian, Assistant University Librarian, University Deputy Librarian and Director, Knowledge Resource Centre.
- The applicant should be a member of MUCLA at the time of submission of application.
- Applicant should be full time approved librarian (contractual service will not be considered)
- The experience of the applicant should not exceed fifteen years as a Librarian at the time of submission of application.
- Following documents must be attached with the application. Otherwise the application shall be rejected
  - Experience certificate
  - MUCLA Research project completion certificate, if any
- Candidate should have to submit his/her research proposal in two copies by post to *The General Secretary, Maharashtra University and College Librarians Association* and also by mail.....
- The researcher has to complete his/her project within one year. Otherwise, he/she has to refund the amount to the General Secretary, MUCLA.
- The budget for the Research Project ranges from Rs.5,000 to 10,000.
- After the approval of project the researcher will sanction the amount. After receiving the amount the researcher has to submit the receipt to the *General Secretary, Maharashtra University and College Librarians Association* in the prescribed format given in **Appendix 1**.
- Decision of the Scrutiny committee will be final.

#### Facets for research projects

Applicant should have to select topic for his/her project from one of the following facets

- Open Source Subject Gateways
- Abstract Database for Journal Articles published in Marathi
- Syllabus based E-content
- Expert's databases in various subjects (Only from Maharashtra)
- Database of GR/Regulations/Acts/Reports of Committees and Commissions
- Modules on Managerial skills for Library Professionals
- Returns of investment (Use Study)
- Useful for Up-gradation of library/Reengineering of Library
- E-clippings on various social problems e.g. farmer suicide, population, child labour, Dowry, social farmers along with metadata

- Institutional Repository
- Collection Development policy (Print and e-resources)
- Database of Reviews of Renowned Books along with metadata
- Other facets which are useful to improve library operations as well as professional activities

### **Research Proposal Format**

- a. A detailed research proposal should be in about 2000 words on A4 size paper with font size 12 Times New Roman.
- b. The following points should be covered in proposal
  - Clear, meaningful and concise title reflecting the scope of the research project
  - Introduction of the topic
  - Review of literature
  - Significance of the study
  - The specific objectives of the study
  - Scope of the study
  - Methodology
  - Tentative Chapterisation
  - Estimated Budget
  - References in APA format

### **Completion of the Project**

On completion of the project, the researcher should submit the following to the *General Secretary, Maharashtra University and College Librarians Association*.

- Final Report in hard copy (Three Copies) and soft copy along with a brief summary (500 words).
- Utilization Certificate in prescribed format given in **Appendix 2**.

The front page of the final project should be as given in **Appendix 3**.

Hard copy (in three copies) should send by post to the office of MUCLA and soft copy by mail [mucla2013@gmail.com](mailto:mucla2013@gmail.com)