

PACIFIC ACADEMY OF HIGHER EDUCATION AND RESEARCH UNIVERSITY
Ph. D. Course Work

(a) Research Methodology

1. Research: Concept, definition, objectives, importance, research methodology: steps, defining research problem research design.
2. Sampling Design : Census vs Sample, Different type of samples, Measurement & Important scaling techniques , Methods of primary data collection, Interview, questionnaire, schedules observation, secondary data sources
3. Processing and Analysis of Data-Classification and Tabulation (single, Double, Three, Four Variable).
4. Descriptive Research
 - (a) Measures of Central Tendency (Mean, Median & Mode)
 - (b) Location of Central Tendencies in the normal curve
 - (c) Dispersion
 - (d) Variance, standard deviation, coefficient of variances, Its uses in Management
 - (e) Skewness Positive Skewed, Negative Skewed, Use in Management

5. Review of Literature

Objectives
Sources
Referencing
Bibliography

6. Regression:

- (a) Meaning : Its use in Management
- (b) Simple Regression (One variable)
- (c) Multiple Regression (Different variable)
- (d) Difference between Correlation and Regression

7 Correlation:

- (a) Meaning of Correlation
- (b) Formula based on variances and Co-variance
- (c) Simple Correlation and its Assumptions
- (d) Rank Correlation
- (e) Different between Karl Pearson and Rank Correlation (where and why it is used)

8. Growth Rates:

- (a) Meaning
- (b) Types of Growth Rates (With Examples)
- (c) Its uses in Management

9. Normal Distribution, Test of Significance, Z test, T test, F- test, Chi-square test, ANNOVA, time series analysis, Qualitative Research

10. Multivariate Analysis: Factor analysis; cluster Analysis, Conjoint Analysis, and Discriminate analysis.

11. Non Parametric test: Run test, Sign Test, Median Test

12. Report Writing: Interpretation layout of report, referencing, Bibliography.

(b)Computer Application Syllabus

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UNIT I

Word Processing: MS Word: Features, Creating, Saving and Opening Documents in Word, Interface, Toolbars, Ruler, Menus, Keyboard Shortcut, Editing, Previewing, Printing,& Formatting a Document, Advanced Features of MS Word, Find & Replace, Using Thesaurus, Using Auto- Multiple Functions, Mail Merge, Handling Graphics, Tables & Charts, Converting a word document into various formats like- Text, Rich Text format, Word perfect, HTML,PDF etc.

UNIT II

Worksheet- MS-Excel: Worksheet basics, creating worksheet, entering into worksheet, heading information, data and text, dates, alphanumeric values, saving & quitting worksheet, Opening and moving around in an existing worksheet, Creating a questionnaire form. Conditional formatting, creating a dropdown list. Toolbars and Menus, Keyboard shortcuts, Working with single and multiple workbook, working with various tools and formulae helpful in research & cell referencing, copy and paste the formulae, Absolute & relative addressing, Worksheet with ranges, formatting of worksheet, Previewing & Printing worksheet, Graphs and charts, Database, Creating and Using macros, Multiple worksheets- concepts. Data Analysis and Display: Facilities in MS Excel for Data analysis and, display, other data display software, Fundamental of SPSS Database.

UNIT III

MS Power Point: Creating slide show with animations. Creating a blank presentation, auto layout, Power point screen: screen layout and Views, insert a new slide, applying design template, changing slide layout, reordering and hiding slides, slide show and editing custom slide. Resizing a text box ,Text box properties, Delete a text box, Bulleted lists, Numbered lists, Adding notes, Video and Audio, Adding text Editing options, Formatting text, Replace fonts, Line spacing ,Change case Spelling check, Color schemes ,Adding clip art, Adding an image from a file Editing graphics AutoShapes, WordArt, Backgrounds, Action buttons Slide animation, Preview Slide transitions, Slide show options, Slide master Header and footer, Slide numbers Date and time

(c)Research and Publication Ethics

THEORY

- **RPE 01: PHILOSOPHY AND ETHICS (3hrs.)**

1. Introduction to philosophy: definition, nature and scope, concept, branches
2. Ethics: definition, moral philosophy, nature of moral judgements and reactions

- **RPE 02: SCIENTIFIC CONDUCT (5hrs.)**

1. Ethics with respect to science and research
2. Intellectual honesty and research integrity
3. Scientific misconducts: Falsification, Fabrication, and Plagiarism (FFP)
4. Redundant publications: duplicate and overlapping publications, salami slicing
5. Selective reporting and misrepresentation of data

- **RPE 03: PUBLICATION ETHICS (7hrs.)**

1. Publication ethics: definition, introduction and importance
2. Best practices / standards setting initiatives and guidelines: COPE, WAME, etc.
3. Conflicts of interest
4. Publication misconduct: definition, concept, problems that lead to unethical behavior and vice versa, types
5. Violation of publication ethics, authorship and contributorship
6. Identification of publication misconduct, complaints and appeals
7. Predatory publishers and journals

PRACTICE

- **RPE 04: OPEN ACCESS PUBLISHING(4 hrs.)**

1. Open access publications and initiatives
2. SHERPA/RoMEO online resource to check publisher copyright & self-archiving policies
3. Software tool to identify predatory publications developed by SPPU
4. Journal finder / journal suggestion tools viz. JANE, Elsevier Journal Finder, Springer Journal Suggester, etc.

- **RPE 05: PUBLICATION MISCONDUCT (4hrs.)**

- A. Group Discussions (2 hrs.)**

1. Subject specific ethical issues, FFP, authorship
2. Conflicts of interest
3. Complaints and appeals: examples and fraud from India and abroad

- B. Software tools (2 hrs.)**

Use of plagiarism software like Turnitin, Urkund and other open source software tools

- **RPE 06: DATABASES AND RESEARCH METRICS (7hrs.)**

- A. Databases (4 hrs.)**

1. Indexing databases
2. Citation databases: Web of Science, Scopus, etc.

- B. Research Metrics (3 hrs.)**

1. Impact Factor of journal as per Journal Citation Report, SNIP, SIR, IPP, Cite Score
2. Metrics: h-index, g index, i10 index, altmetrics

References

- Bird, A. (2006). *Philosophy of science*. Routledge.
- MacIntyre, Alasdair (1967) *A Short History of Ethics*. London.
- P. Chaddah, (2018) *Ethics in Competitive Research: Do not get scooped; do not get plagiarized*, ISBN:978- 9387480865
- National Academy of Sciences, National Academy of Engineering and Institute of Medicine. (2009). *On Being a Scientist: A Guide to Responsible Conduct in Research. Third Edition*. National Academies Press.
- Resnik, D. B. (2011). What is ethics in research & why is it important. *National Institute of Environmental Health Sciences*, 1-10. Retrieved from <https://www.niehs.nih.gov/research/resources/bioethics/whatis/index.cfm>
- Beall, J. (2012). Predatory publishers are corrupting open access. *Nature*, 489(7415), 17R—179. <https://doi.org/10.1038/489179a>
- Indian National Science Academy (INSA), *Ethics in Science Education, Research and Governance*(2019), ISBN:978-81-939482-1-7. <http://www.insaindia.res.in/pdf/Ethics Book.pdf>