

<b>25. FIELD SURVEY TECHNIQUES &amp; REPORT WRITING</b>		
<b>Course Outcomes:</b>		
1. This course will help students learning in Data collection Methods.		
2. This course will help students to know the various sampling techniques.		
<b>Credits: 3 Credits</b>		<b>Skill Development Course</b>
<b>Max. Marks: 100</b>		<b>Min. Passing Marks:40</b>
<b>Total No. of Lectures – Practical (in hours per week) : 03</b>		
<b>Unit</b>	<b>Topics</b>	<b>No. of Lectures</b>
<b>I</b>	Survey data: Definition & Collection Techniques (Telephonic Surveys, Face-to-face Surveys, and Online Surveys, Paper Surveys, Cross Sectional Surveys, Longitudinal Surveys, Retrospective Surveys).	
<b>II</b>	Survey Data Analysis Methods – (Cross Tabulation, Trend Analysis, Co-joint Analysis, Gap Analysis, SWOT Analysis, Text Analysis).	
<b>III</b>	Concept of Data Collection. Types of Data – Qualitative and Quantitative. Methods of Primary data collection – Questionnaire, Interview, Focus Group Interview, Observation, Survey, Case Studies, Diaries.	
<b>IV</b>	Census and Sample. Sampling Techniques – Probable and Non-Probable (Simple random Sampling, Systematic Sampling, Stratified sampling, Clustured Sampling, Convenience Sampling, Quota Sampling, Purposive or Judgement Sampling, Snowball Sampling).	
<b>V</b>	Report Writing: Objectives, Importance, Features, Steps, Element of Research Report. Ordering of Reference, Bibliography	

**Suggested Readings:**

1. R.N.Trivedi&D.P.Shukla : Research Methodology ( in Hindi).
2. Kumar : Research Methodology.
3. पारसराय, अनुसंधानपरिचय ।
4. एच० के कपिल, अनुसंधानविधियां, एच०पी० भार्गवबुकहाऊसआगरा
5. Tandon : Research Methodology in Social Sciences.
6. Kothari, D.S. : Research Methodology.
7. Yojna.
8. Economic Times, Financial Express and other Newspapers.
9. Economic Magazines.
10. Reports of various agencies.
11. Cauvery,R., ed.al., Research Methodology, S. Chand, New Delhi.
12. Sharma, Manoj, Research Methodology, Anmol Publications, New Delhi, 2004.

**Suggested online link :**

[www.ignou](http://www.ignou)

[www.swayam](http://www.swayam)

[www.inflibnet](http://www.inflibnet)

**Suggested Continuous Evaluation (25 Marks):**

<b>Internal Assessment</b>	<b>Marks</b>
Class Interaction	<b>5</b>
Quiz	<b>5</b>
Seminar/Assignment	<b>5</b>
Minor field work/excursion/lab visit/technology dissemination etc.	<b>5</b>
Attendance/ Presentation	<b>5</b>

**26. ISSUES OF URBAN GOVERNMENT**

**Course Outcomes:** Urban governance: plays a critical role in shaping the physical and social character of urban regions; influences the quantity and quality of local services and efficiency of delivery; determines the sharing of costs and distribution of resources among different groups.

**Max. Marks: 100****Credits: 3****Min. Passing Marks: 33****Total No. of Lectures-Tutorials-Practical (in hours per week): 03**

<b>Unit</b>	<b>Topic</b>	<b>No. of Lectures</b>
<b>Unit I</b>	Introduction to Urban Government Issues and Challenges in Urban Planning and Development	<b>15</b>
<b>Unit II</b>	Dynamics of Urban Planning and Development Monitoring and Evaluation of Projects and Programmes	<b>15</b>
<b>Unit III</b>	Development Issues and Perspectives Urban Governance and Finance	<b>15</b>
<b>Unit IV</b>	Transportation Planning Infrastructure, Network and Services	<b>15</b>
<b>Unit V</b>	Climatic Change, Human Settlements and Urban Design	<b>15</b>

**Suggested Reading:**

- 1- Urban Local Self Government in India by R.N.Prasad
- 2- Urban Local Government in India by Pankaj Singh
- 3- Urban Government and Politics in India Supersession of Muncipal Bodies by L.N.P.Mohanty
- 4- Urban Local Self-Government in India by R.N.Prasads