



Maharaja Agrasen Institute of Management Studies
Affiliated to GGS IP University; Recognized u/s 2(f) of UGC
Recognized by Bar Council of India; ISO 9001: 2015 Certified Institution
Sector 22, Rohini, Delhi -110086, India; www.maims.ac.in

Report by Convener

Dr. Rachna Jain
Associate Professor

Skill Enhancement Certificate Course on “Quantitative Research and Analysis using MS Excel and SPSS”

Maharaja Agrasen Institute of Management Studies, Department of Commerce under the aegis of IQAC started a Skill Enhancement Certificate Course on “Quantitative Research and Analysis using MS Excel and SPSS”. The course was started for the 3rd year undergraduate students of MAIMS. Registration for the same began on 9th February 2021 and classes started from 22nd February, 2021 and ended on 31st May, 2021. With 20 sessions of 1.5 hours each, the course was of 30 hours duration in total.

The basic aim of the course was to demystify the web of knowledge surrounding research methods, focusing particularly on business research with statistical tools and techniques. The course will acquaint the learners with the fundamentals of research and data analysis, the ultimate aim of which is to equip the participants with superior research skills. This will enable them to not only publish high quality research papers in reputed journals, but will also allow them to become well-rounded business professionals.

The certificate course was headed by Dr. Manju Gupta, Professor & Head, Department of Commerce. The course was convened by Dr. Rachna Jain, Associate Professor, Department of Commerce. Seven faculty members namely Dr. Nisha Jindal, Dr. Rachna Jain, Ms. Taranpreet Kaur, Ms. Rachita Agarwal, Ms. Sumati Kohli, Ms. Kajal Mittal & Ms. Divisha Gupta acted as the resource person for the course covering various topics of research as per their expertise. Google meet was the online platform chosen for the conduct of classes. In total 87 students registered for the course. 29 students successfully completed the course. At the end of every topic, students were required to fill a feedback form. They were also required to participate in a short multiple choice question quiz after every topic. Criteria of certification is threefold i.e., Attendance, Feedback form and Completion of multiple choice question quizzes that were conducted from time to time.

The course had been started with the basic research topics like Types of Data, Entering data in SPSS, Data Cleaning, Data Screening and Descriptive Statistics. Then, Advance research statistical tools & techniques were also covered like Cross Tabulation, Use of Graphs,



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Hypothesis testing, ANOVA, Correlation, Simple Regression, Multiple Regression, Chi-square test, Mann-Whitney test, Kruskal Wallis Test and Factor Analysis. Topics were chosen keeping in mind the requirements of students in further studies and research. Almost all the topics were covered by using both the software – SPSS and Ms Excel. Practice questions were given to students in class so as to give them hands on experience on data. In total 3 sessions were taken by Ms. Kajal Mittal, 3 sessions by Ms. Sumati Kohli, 3 sessions by Ms. Rachita Aggarwal, 3 sessions by Ms. Taranpreet Kaur, 4 sessions by Dr. Rachna Jain, 3 sessions by Dr. Nisha Jindal and 1 by Ms. Divisha Gupta.

Such courses provide expert guidance to students & help them in building their resume. It gives them an edge over others when it comes to working in the corporate world. It helps the students in acquainting themselves with fundamentals of research and data analysis. The credit for this initiative goes to Dr. Manju Gupta, Program Head, Department of Commerce who worked under the able guidance of Prof. (Dr.) Ravi Kumar Gupta, Director, MAIMS. Their constant support and encouragement helped in successful accomplishment of this course.

Dr. Rachna Jain
[Convener, Associate Professor, Department of Commerce]



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