

## A P P E N D I X

Appendix A1Letter and proforma for seeking preliminary information

From

Miss Manisha Pande  
Lecturer (Temp.) Ph.D. Scholar  
Faculty of Home Science  
M.S. University of Baroda  
BARODA - 390 002

To

Date :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sub : Information about college, List of teachers  
and list of students

Dear Madam/Sir,

I have undertaken a Research investigation on 'Role-Analyses-Role Enactment, Role contentment and Role Constraints of teachers teaching in colleges of Home Science in areas of Teaching, Research and Extension'.

For the progress of this study, your co-operation is indispensable. I request you to kindly send me the list of Teachers (with designation) of your college and list of students of Final year B.Sc., Jr. M.Sc. and Sr. M.Sc. in all areas of specialisation in your college.

I kindly request you to also provide information on the proforma attached with this letter.

I am enclosing a self addressed stamped envelope for your convenience.

I would greatly appreciate, if the above information is sent within a fortnight so that I can proceed with my research study.

Please allow me to express my grateful thanks in anticipation of your assistance.

Yours sincerely,

Sd/-

(Dr. A. Chandra)  
Guide

(Manisha Pande)

Encl : 1) Self addressed stamped envelope  
2) Proforma for information.

Kindly provide the following information of your college by tick mark (✓) and filling the blanks as required.

1) Areas of specialisation (tick mark)

	<u>B.Sc. level</u>	<u>M.Sc. level</u>
Child Development	_____	_____
Education & Extension	_____	_____
Foods and Nutrition	_____	_____
Clothing and Textiles	_____	_____
Home Management	_____	_____
General Home Science	_____	_____

Fill in the following information :

- 2) A) No. of Head of Dept \_\_\_\_\_  
       No. of Professors \_\_\_\_\_  
       No. of Readers \_\_\_\_\_  
       No. of Lecturers \_\_\_\_\_  
    B) Total No. of students \_\_\_\_\_  
       a) B.Sc. Final year \_\_\_\_\_  
       b) Junior M.Sc. \_\_\_\_\_  
       c) Senior M.Sc. \_\_\_\_\_

3) Correct Name and postal address

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

NOTE : Kindly attach list of teachers and students with this proforme.

Stamp of Institution

Signature  
 Head of the Institution

A 2<sup>e</sup>REMINDER 1 FOR SEEKING PRELIMINARY INFORMATION

From :

Ms. Manisha Pande  
Lecturer (Temp.)  
Ph.D. Scholar  
Faculty of Home Science  
M.S. University, Baroda

Date :

To

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Respected Madam,

This is with reference to my letter and proforma sent to you on \_\_\_\_\_ requesting to provide some information about your college and list of teachers and B.Sc. M.Sc. students.

I request you to kindly send me the required information at your earliest which can only speeden up my research work.

Expressing my grateful thanks in anticipation of your assistance.

Yours sincerely,  
Sd/-  
Manisha Pande

Sd/-  
Dr. A Chandra  
Guide

A 2<sup>b</sup>REMINDER 2 FOR SEEKING PRELIMINARY INFORMATION

From :

Ms. Manisha Pande  
Lecturer (Temp.)  
Ph.D. Scholar  
Faculty of Home Science  
M.S. University, Baroda.

Date :

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Respected Madam,

This is with reference to my letter and proforma sent to you on \_\_\_\_\_ requesting to provide some information about your college and list of teachers and B.Sc. M.Sc. students.

I request you to kindly send me the required information at your earliest which can only speeden up my research work.

Expressing my grateful thanks in anticipation of your assistance.

Yours sincerely,

Sd/-

Manisha Pande

Sd/-

Dr. A Chandra  
Guide

Appendix A 3Letter seeking permission to collect data

Respected Madam,

I am a Ph.D. student and lecturer (Temporary) in Department of Education and Extension, Faculty of Home Science Baroda, I am attempting to study Role Enactment, Role Contentment and Role Constraints of teachers, teaching in colleges of Home Science. The respondents of my study are Administrators comprising of Deans and Heads of departments, College teachers and M.Sc. students. I request you to kindly grant me the permission to collect data from the respective respondents of your college. Your kind cooperation can only make this study a success.

I also request you to let me know as to when this academic year of the college is ending and when the new academic year will start.

I am enclosing a self addressed stamped envelope for your convenience.

Thanking you in anticipation of the reply,

With regards,

Yours sincerely,

Manisha Pande  
Ph.D student & Lecturer (T)  
Faculty of Home Science  
Baroda - 2.

Guide  
Dr. A. Chandra  
Professor & Head  
Dept. of Education & Extension  
Faculty of Home Science  
BARODA