2017-2-2018

IRI

RESEARCH AND ACADEMIC WRITING TRAINING PROGRAMMES

UNDERGRADUATE TRAINING ON RESEARCH AND TECHNICAL WRITING

POSTGRADUATE TRAINING ON ACADEMIC RESEARCH AND SCIENTIFIC WRITING

Islamic Research Institute
International Islamic University
Islamabad, Pakistan

GENERAL INTRODUCTION TO THE TRAINING PROGRAMMES

Allama Muhammad Iqbal, who proposed a separate homeland for the Muslims of the Subcontinent, stressed the need for the establishment of institutes for research on Islam. The chief function of such institutes, according to him, should be 'to mobilize the dormant spiritual energy of the younger generation by giving them a clear grasp of what Islam has already achieved and what it has still to achieve in the religious and cultural history of mankind.' Need for such research was, however, felt more intensively after the independence of Islamic Republic of Pakistan and the adoption of the Objectives Resolution as the ideological framework of the country's constitution. The need to know and explain Islam in depth and to work out its implications for human thought and action in the present-day world was, therefore, self-evident. It is imperative that scholars of Islam engage themselves in serious study and research in the fields of Qur'anic Sciences, Hadith, Islamic Law and Jurisprudence, History, Culture, Philosophy, Tasawwuf, and other Islamic disciplines of social sciences. It is important not only to review their developments in the past but also draw a blueprint for future developments of Muslim thought in order to meet the requirements of the contemporary Muslim societies in a rapidly changing world.

In the light of this rationale, the Constitution of the Islamic Republic of Pakistan of 1956 under article 197 speaks about Islamic Research Institute as under:

> "197-(1) The President shall set up an organization for Islamic research and instruction in advanced studies to assist in the reconstruction of Muslim Society on a truly Islamic basis."

In accordance with this constitutional requirement the Central Ministry of Education, Government of Pakistan formed an organising committee to establish the institute. This organising committee on March 04, 1958 passed the following resolution in defining the objectives of the Institute:

> This Institute will be concerned with the study of Islam and its civilization and culture and will promote research in all branches of thought and learning in which Muslims have distinguished themselves in the past and which are of the importance to them in present-day conditions in order to assist in the construction of Muslim Society on a truly Islamic basis.

The content of the article 197 of the Constitution of the Islamic Republic of Pakistan 1956 was retained in article 207 of the Constitution of 1962.

In pursuance of these constitutional provisions Islamic Research Institute (IRI) was established in 1960 to develop a methodology for research in various fields of Islamic learning, identify and study contemporary problems, and interpret the teachings of Islam in order to elaborate the Islamic tradition in the modern and contemporary context. The Institute has the tradition of conducting serious research. The research accomplished at the Institute is published in books, monographs, reports, and research journals. The Institute also organises seminars, conferences, and workshops.

The Institute prepared a large-scale training programme of the researchers in 1962. In the training programme, the researchers were to be trained in various languages as well as Islamic and contemporary sciences so that they could contribute in the research activities of the Institute. However in the past, these training programmes could not be launched as permanent feature of the institute. In view of the significance of the training, the Council of Islamic Research Institute in its 11th meeting held on October 27,

2017 approved the following three permanent training programmes of the Institute:

(1) Undergraduate Training on Research and Technical Writing;
(2) Postgraduate Training on Academic Research and Scientific Writing; and
(3) IRI International Postdoctoral Fellowship

It is hoped that these training programmes will elevate the researchers to a position where they would better understand all dimensions of the Islamic thought, history, and culture. Equipped with such training, these researchers will be able to conduct and produce their own research independently. Furthermore, these training programmes will contribute in preparing a cadre of researchers for the promotion of quality research.

UNDERGRADUATE TRAINING ON RESEARCH AND TECHNICAL WRITING

INTRODUCTION

In the light of the raison d'être of the Islamic Research Institute, the Undergraduate Training on Research and Technical Writing is designed to impart basic training in research writing. This programme will train students for technical writing at an early stage of their academic career. The aim of this training is to equip them with fundamental skills of research and technical writing. Moreover, they would be introduced to research tools, so that they could articulate their thought with in certain theoretical framework. Finally, this training shall be useful for them when they embark on serious research in their graduate and postgraduate degrees. Hence, the Institute is launching one-week Undergraduate Training on Research and Technical Writing for the students of various Pakistani universities.

OBJECTIVES OF THE PROGRAMME

This programme is designed to provide foundational concepts related to technical writing, which is essential for any research activity. It will focus on undergraduate students who are embarking on journey of creative learning and research with nominal or no exposure to research methodologies. The training programme aims at incorporating foundational requirements for technical research writing. This training programme will further focus on capacity building of the students related to writing skills and technical editing of their research work. It will also be helpful to the students for all types of writing such as preparation of assignments, projects and examination papers.

ELIGIBILITY FOR REGISTRATION OF UNDERGRADUATE TRAINING PROGRAMME

The applicant must have completed 12 years of education (F.A/F.Sc/A level or equivalent) and should be enrolled in any undergraduate programme at IIUI or any other university.

DURATION OF THE TRAINING PROGRAMME

The training programme is one-week long, in which the students will attend training workshops five hours per day. The training sessions will be held at Islamic Research Institute, International Islamic University, Faisal Masjid Campus, Islamabad.

PEDAGOGICAL APPROACH

The training format would be a combination of various pedagogical techniques such as lecturing, interactive sessions, group discussions, presentations, and teamwork on short projects.

UNDERGRADUATE TRAINING ON RESEARCH AND TECHNICAL WRITING

In these sessions, the participants will be provided with opportunities to express their own views and knowledge related to technical research writing. The final phase of the training will be of an applied nature. In this part, the participants will be divided into various groups. These groups will be asked to collect data on any topic of their interest and demonstrate their writing skills.

Once ready for conducting foundational research, students will be asked to produce a piece of research and technical writing by applying the techniques and methodologies of research that they have learned during the training programme.

MODULES OF THE TRAINING PROGRAMME

The training will consist upon following modules:

Day 1: Orientation and Capacity Building
Day 2: Research Discourse and Academic Writing
Day 3: The Structure of a Creative and Scientific Essay
Day 4: Application of Paragraph Methodology in Writing Process
Day 5: Data Collection, its Tools and Methodologies

CERTIFICATION

On full participation and successful completion including submission of take-home assignments, participants will receive a testimonial certificate as recognition of their completion of the training.

16 November, 2015-Inauguration of First Training Workshops on Research Designs, Data Collection Techniques, Writing Skills, And Technical Editing for Production of Quality Research
President IIUI Dr. Ahmed Yousif Al-Draiweesh President IIUI presenting souvenir to Dr. Mehmood al Hassan Butt Adviser HEC and Former VC AIOU. Dr. Muhammad Zia ul Haq Director General IRI is also present

19 February, 2016 - Fourth Workshops on Research Designs, Data Collection Techniques, Writing Skills, and Technical Editing for Production of Quality Research
A group photo of the participants with President IIUI Dr. Ahmed Yousif Al-Draiweesh, , the Bosnia & Herzegovina Ambassador to Pakistan H.E.Nedim Makarevic, Director General IRI Dr. Muhammad Zia ul Haq, scholars and officers

11 December, 2015 - Second Workshops on Research Designs, Data Collection Techniques, Writing Skills, And Technical Editing for Production of Quality Research
A group photo of the participants with Director General IRI Dr. Muhammad Zia ul Haq and Former DG IRI Dr. Khalid Masood

18 December, 2015 - Third Workshops on Research Designs, Data Collection Techniques, Writing Skills, and Technical Editing for Production of Quality Research
A group photo of the participants with Director General IRI Dr. Muhammad Zia ul Haq, scholars , officers and staff

INTRODUCTION

A three-level academic research and scientific writing training has been specifically designed for postgraduate researchers. The purpose of this training programme is to prepare a cadre of researchers for the promotion of quality research. The main focus of the postgraduate training is to equip students with modern techniques of research writing and applied research methodology. This training will enhance the understanding of researchers in a broader perspective where they would be able to differentiate between academic writing and non-academic writing while conducting their own subject-based research. Management and organisation of research are the key elements in taking up any research project. This training programme will significantly enhance researchers' abilities in these fields.

OBJECTIVES OF THE TRAINING

This programme has been designed to delineate and solve the problems related to the application of appropriate research methodologies in various types of researches that are conducted in humanities and social sciences in general and Islamic theology, law, Islamic thought, history, culture and civilization in particular. The training also aims at building the capacity of the researchers for research design, data collection, writing skills, and technical editing of the research work.

The trainees will also be prepared to follow specific guidelines while doing their research. The guidelines such as Chicago Manual of Style, Publication Manual of the American Psychological Association, and MLA Style Manual etc. will also be introduced.

ELIGIBILITY FOR POSTGRADUATE TRAINING PROGRAMME

Level 1:
   (i)-16 years of education (i.e.,BS 4 years, LLB/MA/MSC or equivalent)
   (ii)-Admission in any MS/LLM/PhD programme of IIUI or any other university

Level 2:
   (i)-16 years of education (i.e., BS 4 years/LLB/MA/MSC or equivalent)
   (ii)-Admission in any LLM/MS/PhD programme of IIUI or any other university
   (iii)-Completion of Level 1 of IRI Postgraduate Training Programme

Level 3:
   (i)-16 years of education (i.e. BS 4 years/LLM/MA/MSC or equivalent)
   (ii)-Admission in any LLM/MS/PhD Programme of IIUI or any other university
   (iii)-Completion of Level 1 and Level 2 of IRI Postgraduate Training Programme

Note:The student who completed one week training workshops titled "training workshop on research designs, data collection techniques, writing skills and technical editing for production of quality research"(2015-2016) can be enrolled in level 2.

DURATION OF THE TRAINING PROGRAM

These three levels will be completed in three workshops. Each workshop will be of one week. During the gap between two training workshops, the trainees will be required to complete specific research tasks at home. The trainees would remain in contact with their respective faculty advisors at the Institute. The methods of distance learning will also be used for that purpose. The whole programme will be completed in one year.

PEDAGOGICAL APPROACH

At the beginning of the training, theoretical framework would be explained to the participants. In this part, they will be informed about various kinds of writing techniques. In second stage, interactive sessions of the participants will be arranged to allow them brainstorm with reference to their writing-skill aptitude and knowledge and to assess their research capacity.

The training will be divided into the following three levels:

LEVEL-1:
ORIENTATION AND CAPACITY BUILDING

In this level, the theoretical framework of the training would be explained to the participants. They will be introduced about various kinds of research and its methods. They will also be particularly informed about the relevant literature of classical Islamic period in which classical methods of research have been used.

LEVEL-2:
ACADEMIC WRITING AND ARTICULATION OF RESEARCH

After the completion of the theoretical framework in level 1, the interactive sessions of the participants will be arranged in the second level of the training. In these sessions, the participants will be provided with opportunities to express their own views and knowledge about the research. Level 2 of the training will be of applied nature. The participants will be divided into various groups. These groups will be asked to collect data on certain topics and prepare outlines for research. In this part, the opportunities of the application of various research techniques will be provided to the participants. Finally, each student or group of the students will be asked to prepare a design of a short project aimed at producing quality research. This project will be assigned to them as their future activity.

LEVEL-3:
TECHNICAL EDITING AND PRODUCTION OF QUALITY RESEARCH

In this level of the training, the trainees will be prepared to produce quality research. They will be provided with an opportunity of the technical editing of the research that they have completed in the second level. As the outcome of this level, the complete research of the trainees would be submitted for publication to a journal or a thematic volume of IRI.

Following are the details of each level with their specific training modules:

MODULES OF THE TRAINING PROGRAMME

Modules for Level-1:
Orientation and Capacity Building
Day 1: Introduction
Day 2: Preparation of Research Design
Day 3: Digital Research Tools
Day 4: Data Collection, its Tools and Methodologies
Day 5: Data Analysis and its Techniques

Modules for Level-2:
Academic Writing and Articulation of Research
Day 1: Research Discourse and Academic Writing
Day 2: Introduction to Writing Process
Day 3: Application of Paragraph Methodology in Writing Process
Day 4: The Structure of Research Article and Research Essay
Day 5: Finalisation of Research

Modules for Level-3:
Technical Editing and Production of Quality Research
Day 1: Introduction to the Art or Methodology of Editing
Day 2: Manuals of Style
Day 3: Introduction to Research Journals
Day 4: Publication Process of the Research
Day 5: Presentation of Research Articles and Closing Ceremony

CERTIFICATION

The duration of this training programme is one academic year. Each level of the training is independent. Transfer to the next level is contingent upon satisfactory research activity during the time period between the two levels. In case a trainee would not want to continue to the next level, a certificate of the particular level that the trainee has completed will be issued. On completion of each level, a separate certificate and transcript will be issued. The candidates who will complete all three levels of the training shall receive a testimonial diploma as recognition of their completion of the programme.

HOW TO SUBMIT APPLICATION

AVAILABILITY OF APPLICATION FORM

Interested candidates are requested to complete the prescribed registration form available along with brochure at

I-www.iri.iiu.edu.pk/researchworkshops

II- Dr. Muhammad Hamidullah Library, Islamic Research Institute, Faisal Masjid Campus, International Islamic University, Islamabad

III- Central Library, International Islamic University, New Campus H-10, Islamabad

FEE SUBMISSION

Interested candidates can submit registration fee (Rs. 1000 for Undergraduate Programme and Rs. 1500 for Postgraduate Programme) through;

I.) Challan form attached with the application form to be deposited in HBL IIU Branch.

2.) Central library, International Islamic University, New Campus H-10, Islamabad.

3.) Dr. Muhammad Hamidullah Library, Islamic Research Institute, Faisal Masjid Campus, International Islamic University, Islamabad.

SUBMISSION OF APPLICATION FORM

I) Complete registration forms along with the proof of the submitted fee duly recommended by the concerned Dean/Director/Head of the Department should preferably be emailed at researchworkshops.iri@iiu.edu.pk as attachment in PDF format or

ii) Complete registration forms along with proof of fee submission also be sent through Postal Service at the following address:

Dr. Muhammad Hamidullah Library, Islamic Research Institute, International Islamic University, Faisal Masjid Campus, Islamabad. It can be submitted by hand in DMHC Faisal Masjid Campus or Central Library new campus H-10, Islamabad

Note: Please mention title of the training at the top right corner of the envelope.

LAST DATE FOR SUBMISSION OF APPLICATION
JANUARY 31, 2018

VENUE

Islamic Research Institute, International Islamic University, Faisal Masjid Campus, Islamabad

SCHEDULE
December 2017 to December 2018

The detailed schedule will be communicated to the registered candidates through email

FOR INFORMATION AND CONTACT

Workshop Co-ordinators

1. Dr. Hafiz Aftab Ahmad
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           researchworkshops.iri@iiu.edu.pk

2. Dr. Muhammad Sajid Mirza
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RESEARCH AND ACADEMIC WRITING TRAINING PROGRAMMES

Organised by
Islamic Research Institute,
International Islamic University, Islamabad

APPLICATION FORM FOR REGISTRATION
Please mark the relevant training programme

Undergraduate Programme			Postgraduate Programme	

Name		Father's Name	
Roll No./Reg. No.		CNIC/Passport No.	
Programme		Discipline	
Department		Faculty	
Starting date of Programme		Expected date of completion	
Topic of Research (If Applicable)			
Area of Specialisation			
Contact No.			
Email			
Permanent mailing address			

ACADEMIC QUALIFICATION OF THE APPLICANT

Name of Degree/Diploma	Institute	Year of passing	Grade/Division/CGPA	Discipline/Field of Studies
SSC/O Level				
Intermediate/A Level				
B.A/B.Sc				
LLB/M.A/BS				
LLM/MS/M.PHIL				
PhD				

PUBLICATIONS

Sr.#	Title of the Publication	Name of Journal	Vol., Issue No., Year	Co-author if any
1				
2				
3				
4				
5				

Motivational statement of the applicant
Please describe why you would like to complete this training?

★ **I hereby certify that all above information is correct to the best of my knowledge**

Dated: _____

_____
Signature (Candidate)

Departmental Recommendation
This is to certify that the above mentioned applicant is bonafied student of this department and recommended for participation in the training workshop

Dated: _____

Dean/Head/Incharge Faculty/Department
_____

Official Stamp

Challan Form

BANK COPY	OFFICE COPY	APPLICANT COPY
Habib Bank Limited	Habib Bank Limited	Habib Bank Limited
International Islamic University, Islamabad	International Islamic University, Islamabad	International Islamic University, Islamabad
Challan No._____	Challan No._____	Challan No._____
Date: _____	Date: _____	Date: _____
Title of the Training Progamme:	Title of the Training Progamme:	Title of the Training Progamme:
_____	_____	_____
Account Title: IRI Grant in Aid Account	Account Title: IRI Grant in Aid Account	Account Title: IRI Grant in Aid Account
Account No: 5006-00100741-03	Account No: 5006-00100741-03	Account No: 5006-00100741-03
Name of the Applicant: _____	Name of the Applicant: _____	Name of the Applicant: _____
Father's Name: _____	Father's Name: _____	Father's Name: _____
Faculty/Department/Institute:	Faculty/Department/Institute:	Faculty/Department/Institute:
_____	_____	_____
Semester/Year:_____	Semester/Year:_____	Semester/Year:_____
Particulars-Rupees Registration /Bench Fee	Particulars-Rupees Registration /Bench Fee	Particulars-Rupees Registration /Bench Fee

BANK COPY

Particulars	Rupees
Registration /Bench Fee	

Rupees (In words) _____
_____

Cashier/Officer

Signature

OFFICE COPY

Particulars	Rupees
Registration /Bench Fee	

Rupees (In words) _____
_____

Cashier/Officer

Signature

APPLICANT COPY

Particulars	Rupees
Registration /Bench Fee	

Rupees (In words) _____
_____

Cashier/Officer

Signature