University of Mumbai

No. UG/187 of 2019-20

CIRCULAR:-

Attention of the Principals of the Affiliated Colleges, the Head of the University Departments and Directors of the recognized Institutions in Faculty of Science & Technology.

They are hereby informed that the recommendations made by the Board of Studies in Statistics at its meeting held on 24th July, 2019 and subsequently approved by the Board of Deans at its meeting held on 1st October, 2019 vide item No. 83 have been accepted by the Academic Council at its meeting held on 3rd October, 2019 **vide** item No. 4.14 and subsequently approved by the Management Council at its meeting held on 23rd October, 2019 **vide** item No.8 and that in accordance therewith, in exercise of the powers conferred upon the Management Council under Section 74(4) of the Maharashtra Public Universities Act, 2016 (Mah. Act No. VI of 2017) the Ordinances No. 6518 & 6519 Regulations No. 9263 to 9265 and the syllabus of Certificate Course in Data Analysis Using SPSS Software has been introduced and the same have been brought into force with effect from the academic year **2019-20**, accordingly. (The same is available on the University's website www.mu.ac.in).

MUMBAI – 400 032
30th December, 2019

(Dr. Ajay Deshmukh)
REGISTRAR

To ,
The Principals of the affiliated Colleges and Directors of the recognized Institutions in Faculty of Science & Technology. (Circular No. UG/334 of 2017-18 dated 9th January, 2018.)

A.C/4.14/3/10/2019
M.C/8/23/10/2019

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No. UG/   -A of 2019   MUMBAI-400 032   December, 2019
Copy forwarded with Compliments for information to:-

1) The Chairman, Board of Deans,
2) The Dean, Faculty of Science & Technology,
3) The Chairman, Board of Studies in Statistics,
4) The Director, Board of Examinations and Evaluation,
5) The Director, Board of Students Development,
6) The Co-ordinator, University Computerization Centre,

(Dr. Ajay Deshmukh)
REGISTRAR

3117

UNIVERSITY OF MUMBAI

Meeting of the Board of Studies / Ad-hoc Board of Studies /Ad-hoc

Committee in ___Statistics___

Date 24-7-2019 At 2 pm; Dept. of Statistics Room No. Vidyanagari, Univ. of mumbai,

Signatures of the members present

Sr. No.	Name	Signature	Contact No. Off./Res/Mob & email
1	Dr (Mrs.) V. U. Dixit (Chairman)	VUDixiT	9833249486
2	Addl		vaijudis @ yahoo.co.in
3			
4	Dr. S. P. Gite		
5	B15, staff Qrs, mumbai university campus, Vidyanagri, santacruz (E)		9167157717 santsite@yahoo.com.
6	mumbai - 98		
7	Dr. Asha Jindal College	Jindal	9821235627
8	R.C. College, Dinshaw Wacha Road, Churchgate, Mumbai-20		asha-jindal @rediffmail.
9	Resi : B-1102, Oberoi Park View,		com
10	Thakur Village, Kandivali(East)		
11	Mumbai - 400101		
12			
13	Dr. Sujatha Suvampatki sent a message about her		
14	absence to meeting due to cough and cold so leave of		
15	absence is granted to her. syllabus for the certificate		
16	Course in Data Analysis using SPSS software was		
17	put by Dr. S.P. Gite. It was discussed among three		
18	of us and revised accordingly. I am sending the		
19	same for further action.		
20	VUDixit		
21	2-8-2019		
22			

UNIVERSITY OF MUMBAI

Syllabus for the
Certificate Course in Data Analysis
Using SPSS Software
(Duration –Six Months)

(To be started from the academic year 2019–2020)
From December 2019

<u>O. 6518</u> :- Certificate Course in Data Analysis using SPSS Software.

The Course

Department of Statistics, University of Mumbai, Mumbai has specially designed certificate course in Data Analysis using SPSS Software for those students who are pursuing their research degree in social sciences, medical sciences, Biological sciences, Management sciences etc. and industry professionals. In this course the candidates shall undergo hands on training in SPSS software. The course is of 60 hours duration and course will be taught on computer using SPSS software. Course will be conducted two times in a year.

Focus

The main focus of the course will be on to solve their research question using SPSS software. As you know that, students are facing problem specially who are pursuing research in their subject that how to manage and analyze the data after collection of survey questionnaire. Course will be focus on how to analyze survey questionnaire using SPSS software. Also students should make aware to chose appropriate statistical technique and interpret results.

Faculty

This course will be taught by highly qualified experienced teachers and who are expert in handling SPSS software's from industries.

O. 6519 :- Eligibility

Any graduate from Mumbai University or any other recognized university.

Assessment

The course coordinator will be in charge of the examinations. One internal test of 40 marks will be conducted after approximately 20 hours teaching. Course end examination will be conducted on SPSS software of 60 marks.

The following grading scheme will be adopted to issue the certificate.

Marks in percentage	Grade
70 and above	A
65-69	B^+
60-65	B
55-59	C^+
50-54	C
45-49	D
0-45	Attendance Certificate

Certificates will be issued by the university on the performance record of the students.

R. 9263 :- Intake capacity

30 students. Minimum number of students to be admitted should be 12 in order to conduct the course in that academic year. If more applications are received then admission will be based on their interview performance.

R. 9264 :- Duration of Course

60 Hours duration. Course will be conducted once in a week either Saturday or Sunday (10 am to 3pm) .

R. 9265 :- Fee Structure of the course is as under

Head	Amount in Rupees
Information brochure and application form fee	200.00
Tuition fee	10000.00
Examination fee	500.00
Certificate	100.00
Total	10800.00

Remuneration to faculty:

Rs.1200/- per clock hour

Required Non Teaching Staff:

Office assistant and peon is available in department for PGDASS course. Additional lump sum amount of Rs. 6000/- to be given to office assistant and 3000 to the peon after completion of the course.

Following required infrastructure is available in Department:

1) Computer lab with good internet facility.

2) SPSS software is available in department.

3) Printers, LCD projector, White board.

4) AC for computer laboratory.

Detailed syllabus for the course.

Sr.no.	Title	Content of Syllabus
1	Introduction	Type of Scale of Measurements, Choosing appropriate scale and measurement to the data, Preparing codebook. Getting to Know SPSS: Starting SPSS, Working with data file, SPSS windows, Menus, Dialogue boxes. Preparing the Data file: Creating data file and entering data, Defining the variables, Entering data, modifying data file, import file. Screening and cleaning data, Manipulation of data.
2	Preliminary Analysis	Descriptive statistics: Categorical variables, continuous variables, checking normality, outliers checking. Choosing the right statistics: Overview of different statistical techniques, Decision making process.
3	Statistical techniques: Explore relationship among variables	Correlation: Pearson product moment correlation, Spearman rank correlation, Partial correlation, Simple linear regression, Multiple Linear Regression: Assumptions, overall significance, multicollinearity, Variable selection methods.
4	Statistical techniques: Compare means	One sample and two Independent sample t test, Paired sample t test, One way Analysis of variance, Two way ANOVA, Multivariate ANOVA, Analysis of Covariance, Repeated measures .

5	Non-Parametric statistics	Independent Chi square Test, Mann- Whitney test , Wilcoxon signed rank test, Kruskal- Wallis test.
6	Advanced Models: Multivariate statistical techniques.	Logistic Regression and Discriminant Analysis, Factor Analysis, Cluster Analysis.