

Assignment Booklet**MSC GEOINFORMATICS
(MSCGI)****ASSIGNMENTS
JANUARY & JULY 2026 CYCLES**

Valid from January 1, 2026 to December 31, 2026

Tutor Marked Assignments (TMA) for **Semester-IV** Course

**MGY-013: Research Methodology and Professional Skills in
Geoinformatics**

It is compulsory to submit the Assignments before filling in the
Term-End Examination (TEE) Form



**School of Sciences
Indira Gandhi National Open University
Maidan Garhi, New Delhi-110 068 (INDIA)**

(2026)

Dear Learner,

Welcome to the MSc Geoinformatics (MSCGI) Programme.

As per the laid down guidelines of the University, you need to complete the assignment for each course. Each assignment has certain number of questions. All the questions are compulsory. It is important that you should write the answers to all the questions in your own words. You should remember that writing answers to assignment questions will improve your writing skills and prepare you for the term-end examination.

This booklet includes assignment for the following course:

MGY-013: Research Methodology and Professional Skills in Geoinformatics

It is compulsory to submit the assignments within the stipulated time to be eligible for appearing the term-end examination. You will not be allowed to appear for the term-end examination for a course if you do not submit the assignment for that course within the due date. As per the University guidelines, if you appear in the term-end examination of a course without submitting its assignment, the result of the term-end examination is liable to be cancelled/ withheld.

The assignments constitute the continuous component of the evaluation process and have 30% weightage in the final grading.

Before you write the assignments, first go through the course material and then prepare the assignments carefully by following the instructions pertaining to assignments. Your responses should not be a verbatim reproduction of the textual materials provided for self-learning purposes but it should be in your own words.

If you have any doubt or problem pertaining to the course material and assignments, contact the concerned Programme in-charge or Academic Counsellor at your Study Centre. If you still have problems, do feel free to contact us at the School of Sciences, IGNOU, New Delhi.

Wishing you all the best to successfully complete the programme.

Programme Coordinator
MSCGI
School of Sciences
e-mail: mscgi@ignou.ac.in

INSTRUCTIONS

1. On the first page of the assignment response sheet, write the course code, course title, assignment code, name of your study centre (SC) and date of submission.
2. Your enrollment number, name and full address should be mentioned on the top right corner of the first page.
3. Write the Course title, assignment number and the name of the study centre you are attached to, in the centre of the first page of your response sheet.
4. The top of the first page of your response sheet should be like the following:

NAME:
ENROLLMENT NO.:
CYCLE OF ADMISSION:
PROGRAMME CODE:
ASSIGNMENT CODE:
COURSE CODE:
COURSE TITLE:
REGIONAL CENTRE CODE:
STUDY CENTRE:
ADDRESS:
.....
.....
CONTACT NUMBER:
DATE OF SUBMISSION:

Strictly follow the above format. If you do not follow this format, your script will be returned to you and you will be asked for re-submission.

5. Read the instructions related to assignments given in the Programme Guide.
6. Please note that unless you submit the assignments contained in this booklet within the stipulated time, you would not be permitted to appear for the term-end examination.

Note the following points before you start writing the assignments:

- Use only A-4 size paper for writing your responses. Only hand written assignments will be accepted. **Typed or printed copies of assignments will not be accepted.**
- Tie the pages after numbering them carefully.
- Write the question number for each answer.
- All the questions are compulsory.
- Keep a copy of the assignment answer sheets with you before submission for future reference.
- Answer each assignment on separate sheet.
- It is mandatory to write all assignments neatly in **your own handwriting. Write Your Name, Course Code, Enrollment No. and Cycle of admission** on all the assignments in bold letters.
- **Express your response in your own words. You are advised to restrict your response based on the marks assigned to it. This will also help you to distribute your time in writing or completing your assignments on time.**
- **The assignment has to be submitted at your Study Centre.**

You have to submit their completed assignments at the **Study Centre** allotted to you before the due date as set by the University.

It is desirable to keep with you a photocopy of the assignment(s) submitted by you.

*You have to submit the assignments to the Study Centre by **31st March, 2026** (for January 2026 Cycle), if you wish to appear in the June 2026 TEE and by **30th September, 2026** (for July 2026 Cycle), if you wish to appear in the December 2026 TEE.

**Due Date of Submission*: For January 2026 Cycle: March 31, 2026
For July 2026 Cycle: September 30, 2026**

*Please note that last date of submission may be changed by the University. Please check IGNOU website for updated information regarding due date of assignment submission.

Tutor Marked Assignment

MGY-013: Research Methodology and Professional Skills in Geoinformatics

Course Code: MGY-013

Assignment Code: MGY-013/MSCGI/TMA/2026

Max. Marks: 100

Note: Attempt all questions. The marks for each question are indicated against it. Write all answers in your own words; do not copy from the Self Learning Materials (SLMs). Write your answers in about 300 and 600 words for short notes and long answers, respectively.

Part A

1. Define a research problem and discuss steps involved in its identification. Add a note on societal implication of geoinformatics research. (10)
2. What is a manuscript? Discuss the processes involved in manuscript preparation. (10)
3. Write short notes on the following:
 - a) Research methods and methodology (5)
 - b) Time series analysis (5)
 - c) Geospatial data processing (5)
 - d) Elements of proposal writing (5)
 - e) Elements of project management (5)
 - f) Types and styles of professional writing (5)

Part B

4. What is a meeting? Discuss powers and duties of the Chairperson. (10)
5. Discuss the qualities that you think are essential in a leader. (10)
6. Write short notes on the following:
 - a) Process of communication (5)
 - b) Use of visuals in presentations (5)
 - c) Evaluation of job advertisement (5)
 - d) Role of a Manager (5)
 - e) Ethics at the workplace (5)
 - f) Characteristics of a team (5)
