

**COLLEGE OF DEFENCE MANAGEMENT**  
**GENERAL INSTRUCTIONS**  
**MANAGEMENT DEVELOPMENT PROGRAMME (MDP)**

**RESEARCH METHODOLOGY (RM-04)**  
**(17 TO 22 NOV 2025)**

**PART I - TRAINING**

**General**

1. **Management Development Programme - Research Methodology** (MDP-RM) will be conducted at the **College of Defence Management (CDM)**, Secunderabad from **17 to 22 Nov 2025**.

**Aim and Objectives**

2. **Aim.** To acquaint the participants with contemporary research methodology concepts and associated techniques towards their application in solving real life professional problems.

3. **Objectives.** The objectives of the course are as follows:-

3.1 Enable officers to use research for discharging their duties as staff officers, primarily for evaluation of existing policies/ programmes and design new policies/ plans.

3.2 Enable officers to present the insights, research findings and solutions effectively in the form of reports/ concept papers and aid decision making.

3.3 Equip officers to prepare, guide and implement research design for minor research projects.

3.4 Enable officers to apply Research Methodology in solving real life professional problems.

4. The course seeks to develop **a thorough understanding of research principles, concepts, tools and techniques**.

## Qualification Requirement (QR) and Course Content

5. **QRs for MDP RM.** The course is applicable for officers of the rank of Lt Col/ Col and their equivalent in Navy and Air Force. Officers who have already attended HDMC are not eligible for this course.

6. **Training Pedagogy.** The pedagogy of teaching at the College has been designed to be dynamic, with focus on participative and interactive learning, for a productive and intellectually stimulating learning experience. Case Study method of teaching will be adopted for all sessions during the conduct of the course.

7. **Block Syllabus.** Block Syllabus for MDP RM-04 is attached as **Appendix A**. Please also refer the Course Flyer link for details.

### 8. Study Material.

8.1 The course curriculum including day-to-day passing of instructions, classroom teaching, submission of solutions (where required), issue of training programme are carried out etc online. It is essential that participants are reasonably proficient in IT.

8.2 Soft copies of study material required by participant officers will be uploaded on the MS Teams.

8.3 Reading material and General Instructions may be downloaded from CDM website at <https://cdm.gov.in>. Participants are required to share their NIC mail ID (preferably) or other mail IDs on [ds53.ids@gov.in](mailto:ds53.ids@gov.in) (email id of Basic DS for MDP RM-04).

8.4 **Library.** CDM has a vibrant and well stocked library with a diverse collection of books as well as well-curated research material on various disciplines.

9. **Course Duration and Working Hours.** The course is scheduled from **17 Nov 25 (Mon) to 22 Nov 25 (Sat)**. Working hours will be from **0800 to 1650h, with a lunch break from 1410h to 1530h**.

10. **Programme.** The programme begins on the first day at 0800h. All officers are requested to be **seated in 'Chanakya Hall' classroom in 'Gandhi Block' by 0750h**. The course programme and material for the duration of the course will be issued to the participants on the first day.

## PART II - COORDINATION AND ADMINISTRATION

### 11. Arrival / Reception / Dispersal.

11.1 **Arrival.** Participant officers are required to report between **15 Nov 25 (AN) / 16 Nov 25 (AN)**. All participant officers are required to fill up arrival details at **Appendix B** by **10 Nov 2025** positively. **Queries if any, may be addressed to the Course Basic DS at [ds53.ids@gov.in](mailto:ds53.ids@gov.in).**

11.2 **Reception.** A reception centre will be established at CDM Officers' Mess. Upon arrival at CDM, officers are requested to report to the reception for completion of arrival formalities and further instructions.

11.3 **Taxi Services.** Officers may use cab services from the airport to reach CDM and claim the **cost** of transportation from airport to CDM accordingly. Pre-paid cabs operated by the RTO, Meru Cab, Sky Cab apart from Ola and Uber are available at the airport. The distance from airport to CDM is approximately 45 km (1½ hr). Cab drivers may be routed towards Secunderabad - Trimulgherry - Sainikpuri route. Google Map showing route from Airport to CDM is placed at **Appendix C**.

11.4 **Accommodation.** All participants of the MDP course will be **accommodated** in **CDM Officers' Mess** which is located inside the College premises. List of facilities provided in the rooms is attached as **Appendix D**.

11.5 **Dispersal.** Dispersal from College on completion of the course may be planned only **after 1600 h on 22 Nov 25**.

### 12. Administration.

12.1 **Documents.** All participants must be in possession of their **Course Nomination Letter, Movement Order and Identity Card**.

12.2 **Messing.** Officers will be dining at CDM Officers Mess, **Kalpavriksha** and are requested **not to carry their LRC as flat rates will be charged for dining in the CDM Officers Mess**. Bills may be paid by cash/ credit/ debit cards.

12.3 **Financial Arrangements.** Officers are requested to draw their TA/ DA in advance before coming for the course. No TA/ DA will be drawn by the College.

12.4 **Dress.** The dress is formal open collar with full sleeves shirt and name tab (issued at CDM). **Summer** uniform will be worn on the first day and last day/ or on specific occasions including course photograph, which will be specified.

12.5 **Banking Facilities.** ICICI ATM is located within the College campus. SBI, No 1 EME Centre is located close to the College. In addition, ATMs of most of the major banks are available in the vicinity.

12.6 **Medical Facilities.** MI Room facilities are available in CDM premises. MI Room of No 1 EME Centre is also located near to the College. Military Hospital, **Secunderabad** and Military Dental Centre, Bolarum is located within five kms from CDM.

12.7 **Leave.** No leave is permitted during the course. Only specific cases may be **considered** on extreme compassionate grounds with approval of the Commandant.

13. **Sports and Recreation.** The following sports and recreational facilities are available: -

13.1 **Tennis and Squash.** Tennis and squash facilities are available at CDM.

13.2 **Gymnasium.** A well-equipped gymnasium is available in the CDM Officers' Mess.

13.3 **Golf.** Two 18 hole golf courses, viz Bison Ecology Park and Training Area (BEPTA) and Eagle Environmental Park and Training Area (EEPTA) are in close vicinity. Participants may play by paying green fees.

13.4 **Rajendra Singhji Institute (RSI).** RSI is located about 1.5 km from the College. Officers may use facilities on cash payment basis. CDM Mess Secretary will facilitate temporary membership.

## Contact Details

14. **Training Activities.** Training Branch at CDM will coordinate all the training activities with respect to the MDP. The undermentioned officers may be contacted with respect to the training activities of the course: -

14.1	Course Basic DS	-	040-27115741 6624 (Army) <a href="mailto:ds53.ids@gov.in">ds53.ids@gov.in</a>
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- 14.2 DS Coord - 040-27115741  
6624 (Army)  
[dscoord.ids@gov.in](mailto:dscoord.ids@gov.in)
- 14.3 Training Coord - 040-27115741  
6624 (Army)  
[trgcoord.ids@gov.in](mailto:trgcoord.ids@gov.in)

15. **Administrative Activities.** The undermentioned officers may be contacted with respect to the administrative activities of the course: -

- 15.1 Col Adm - 040-27111731  
Army – 6615  
[ssoadm.ids@gov.in](mailto:ssoadm.ids@gov.in)
- 15.2 AAQMG - 040-27111731  
Army - 6617
- 15.3 CDM Duty Clerk - 040-27111731

16. **Other Details.**

- 16.1 Postal : College of Defence Management  
Sainikpuri PO  
Secunderabad - 500 094
- 16.2 ASIGMA ID : CDM SECUNDERABAD
- 16.3 Fax : DS Coord : 040-27115741  
Col Adm : 040-27111731
- 16.4 e-mail : [ssoadm.ids@gov.in](mailto:ssoadm.ids@gov.in)
- 16.5 CDM Web site : <https://cdm.gov.in>

**Appendix A**  
(Refers to Para 7 of  
Joining Instructions)

**MDP RM-04  
BLOCK SYLLABUS**

SI	Module	Content	Sessions
1.	RM Fundamentals (02)	Fundamentals of Research - Methods of knowing - Scientific Method - Research in Armed Forces	01
2.		Research Strategy - Definition - Philosophical Orientation - Types of Research Strategies	01
3.	Problem Formulation (04)	Defining Research Problem - Concepts & Conceptualisation - Components of Research Problem - Research Question & Objectives - Research Problem Statement	01
4.		Workshop on Review of Literature - Discussions on selected Research Articles	01
5.		Review of Literature - Purpose of RoL - How to review literature - Outcome of RoL - Structure of output of RoL	01
6.		Research Hypothesis (RH) & Variables - Definition & Formulation of RH - Types of Hypothesis - Operationalisation of Constructs & Variables	01
7.	Research Design (02)	Research Design 1/2 - Components of Research Design - Survey Designs	01
8.		Research Design 2/2 - Other popular designs	01
9.	Data Collection & Analysis (06)	Sample Selection & Data Collection - Types of sampling - Types of data - Methods of Data Collection	01
10.		Questionnaire Design 1/2 - Attitude & its Measurement - Procedure for designing a Questionnaire - Common Errors	01
11.		Questionnaire Design (Workshop) 2/2	01
12.		Interview technique - Types of Interview	01

		<ul style="list-style-type: none"> <li>- How to conduct Interview</li> <li>- Interview guide</li> <li>- Transcribing the interview</li> </ul>	
13.		Quantitative Data Analysis <ul style="list-style-type: none"> <li>- Data preparation</li> <li>- Pilot survey analysis</li> <li>- Final survey analysis</li> </ul>	01
14.		Qualitative Data Analysis <ul style="list-style-type: none"> <li>- Thematic analysis</li> <li>- Content analysis</li> </ul>	01
15.	Interpretation Evaluation & Report writing (01)	Interpretation & Report Writing <ul style="list-style-type: none"> <li>- Interpretation</li> <li>- Validity &amp; Reliability</li> <li>- Writing of Report</li> </ul>	01
16.	Project (02)	Project Presentations	02
17.	Ex (01)	Assimilation Ex	01
		<b>Teaching Sessions</b>	<b>18</b>
18.		Documentation	01
19.	Admin & Miscellaneous	Opening Address & Brief by DS Coord, Col Adm & Mess Secy	01
20.		Valedictory Function	01
21.		Feedback	01
		<b>Total Sessions</b>	<b>22</b>

**Appendix B**

[Refers to Para 11.1 of Joining Instructions]

**ARRIVAL INFORMATION: MDP RM-04**

(To Render Arrival Information, Click on Google Forms Link :

<https://forms.gle/yxNyWzc3mXLuEoqC7>Or Forward Following Details to Basic DS on [ds53.ids@gov.in](mailto:ds53.ids@gov.in) by 10 Nov 2025)

1.	<b>Rank</b>	
2.	<b>Name</b>	
3.	<b>Mode of Travel</b>	Airline : Flight No : ETA : <b>OR</b> Train Name : Train No : ETA : Rly Stn :
4.	<b>Entraining/ Emplaning Station and Date</b>	
5.	<b>Mobile No</b>	
6.	<b>e-mail ID</b>	
7.	<b>Dietary preference</b>	Vegetarian/Non-Vegetarian
8.	<b>Any other information</b>	

\*All trains coming from Mumbai/ Bengaluru stop at **Secunderabad Junction** which is nearer to CDM as compared to Hyderabad (Nampally) Railway Station. Officers are advised to disembark at **Secunderabad Junction**.

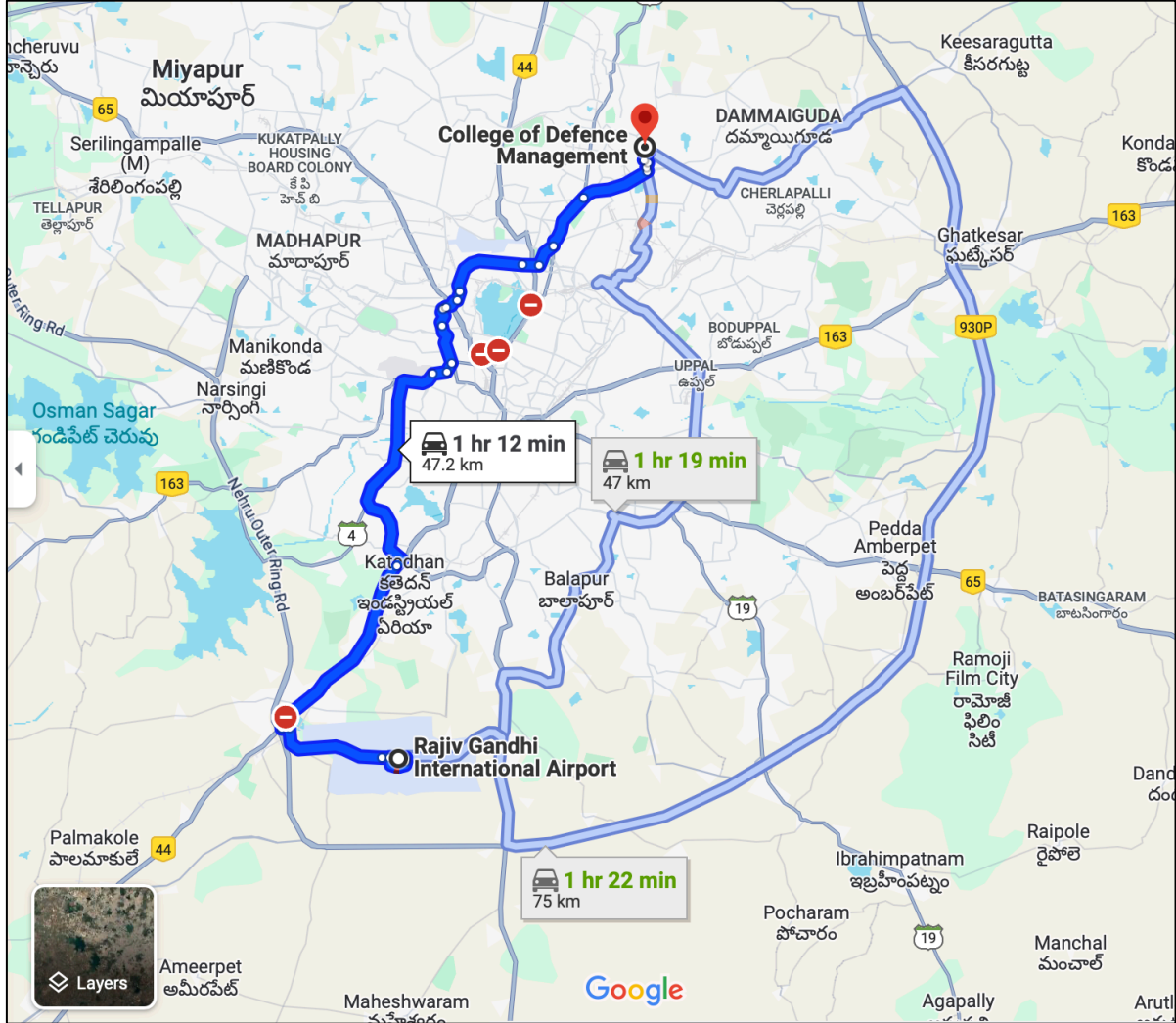
\*Hyderabad airport is approx 45 km away from CDM. The travelling time is nearly 1h 30m. Prepaid cabs are available at the airport.

**Date:****(Signature of Officer)**



**Appendix C**  
[Refers to Para 11.3 of Joining Instructions]

**MDP RM-04**  
**MAP SHOWING ROUTE FROM RGIA, HYDERABAD TO CDM**



**Appendix D**

[Refers to Para 11.4 of Joining Instructions]

**LIST OF ITEMS / EQUIPMENT AVAILABLE AT ROOMS  
OF THE CDM OFFICERS' MESS**

1. Air conditioned furnished bedrooms.
2. Refrigerator.
3. LCD TV with DTH.
4. Electric kettle with items for making tea.
5. Electric iron.
6. Welcome hamper.
7. Basic toiletries
8. List of important telephone numbers.

**Note:** Room bearer have been earmarked for respective rooms on sharing basis.  
Laundry Facility available in CDM Officers' Accommodation Complex  
Fully Automatic Washing Machine available on each Floor