

**Syllabus for Certificate Course in Conducting Qualitative Research Interviews for the Academic
Year 2025-26**

COURSE DURATION: 30 hours

COURSE TIMINGS: Thrice a week in online/offline mode (Monday, Wednesday, Saturday)

COURSE OUTLINE: The following modules will be included as part of this course:

Modules	Topics
Module 1: Introduction to Research	Introduction to the Qualitative Research, Importance, Types, Why use qualitative interviews?
Module 2: Research Ethics	Preparing for a qualitative interview, Ethical considerations, Creating interview materials, Setting up the interview, Interview environment
Module 3: Conducting Qualitative interviews	Skills for qualitative Interviews, Asking questions, informed consent, Dealing with silence
Module 4: Interview Process	Making a contract, observation, reflective journal log, Making reflective field notes
Module 5: Designing an Interview schedule	Format of an interview, Designing an interview guide, Documenting an interview
Module 6: Closing the interview	Summarizing, Preparing for termination of the contract, Data Saturation
Module 7: Post interview preparation	Documentation, Storing data, Anonymisation options
Module 8: Class Activity	Classroom Exercises, Role play and Discussion
Overview	Presentations, Assessments and feedback

Dr. Maria Fatima D'Costa

Course Coordinator