***GUIDELINES FOR THE PREPARATION OF B.E./B. Tech. PBL REPORTS***

1.PBL reports should be typed neatly only on one side of the paper with 1.5 or double line spacing on a A4 size bond paper (210 x 297 mm). The margins should be: Left - 1.25", Right - 1", Top and Bottom - 0.75".    
  
2.The total number of reports to be prepared are

* One copy to the department

3. Before taking the final printout, the approval of the concerned guide(s) is mandatory and suggested corrections, if any, must be incorporated.  
   
4. For making copies dry tone Xerox is suggested.  
   
5. Copy of the report must contain

* Inner title page (White)
* Outer title page with a plastic cover
* An abstract (synopsis) not exceeding 200 words, indicating salient features of the work.

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| 6.The organization of the report should be as follows |

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| 1. Inner title page 2. Certificate 3. Abstract (i) 4. Acknowledgments   (ii) 5. Table of Contents (iii) 6. List of figures &table (optional) | Usually numbered in roman |

**TABLE OF CONTENTS**

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| **CHAPTER** | **TOPIC** | **Pg.No.** |
| 1 | Introduction   * 1. Introduction   2. Motivation   3. Objectives |  |
| 2 | Background   * 1. Introduction   2. Algorithm   3. Design / Methods   4. Results and Discussions   5. Applications |  |
| 3 | Case Study (if available) |  |
| 4 | Conclusion  References |  |

* Chapters(to be numbered in Arabic) containing Introduction-, which usually specifies the scope of work and its importance and relation to previous workand the present developments, Main bodyof the report divided appropriately into chapters, sections and subsections.
* The chapters, sections and subsectionsmay be numbered in the decimal form for e.g. Chapter 2, sections as 2.1, 2.2 etc., and subsections as 2.2.3, 2.5.1 etc.
* The **chapter must be left justified** (**font size** 16).  Followed by the **title of chapter centered** (**font size 18**), **section/subsection numbers along with their headingsmust beleft justified** with **section number and its heading in font size** 16 and **subsection and its heading in font size** 14. The **body or the text** of the reportshould have font size 12, and font Times New Roman.
* Every chapter should start with the transparency sheet and facing sheet. Facing sheet should including chapter no. and title at the center.
* The figures and tables must be numbered chapter wise for e.g.: Fig. 2.1 Block diagram of a serial binary adder, Table 3.1 Primitive flow table, etc.
* The last chapter should contain the summary of the work carried, contributions if any, their utility along with the scope for further work.
* Header: Chapter name on right and PBLtitle on left
* Footer: **Left**: Dept. of ISE, BMSIT **Center**: 2019-2020 **Right**: Page No.
* Line Spacing -1.5 with both side justifications.

**Reference OR Bibliography:** The references should be **numbered serially** in the order of their occurrence in the text and their numbers should be indicated within square brackets for e.g. [3].  The section on references should list them in serial order in the following format.

1. For textbooks - A.V. Oppenheim and R.W. Schafer, Digital Signal Processing, Englewood, N.J., Prentice Hall, 3 Edition, 1975.
2. For papers - Devid, Insulation design to combat pollution problem, Proc of IEEE, PAS, Vol 71, Aug 1981, pp 1901-1907.

* Only SI units are to be used in the report.  Important equations must be numbered in decimal form for e.g.
* **V = IZ**                                  ..........                  **(3.2)**
* All equation numbers should be right justified.
* The PBL report should be brief and include descriptions of work carried out by others only to the minimum extent necessary.  Verbatim reproduction of material available elsewhere should be strictly avoided.  Where short excerpts from published work are desired to be included, they should be within quotation marks appropriately referenced.
* Proper attention is to be paid not only to the technical contents but also to the organization of the report and clarity of the expression.  Due care should be taken to avoid spelling and typing errors.  The student should note that report-write-up forms the important component in the overall evaluation of the Seminar.
* The reports submitted to the department/guide(s) must be **soft bounded**.
* Separator sheets, used if any, between chapters, should be of thin paper