



UNITED INSTITUTE OF MANAGEMENT

MCA 3rd SEMESTER

Mini Project Guidelines & General Instructions

1. At the end of the second semester examination, it is mandatory for every student of MCA to undergo practical training under the supervision of faculty member(s) of the institute. The training will be of 6 weeks duration. The college/institute will facilitate this compulsory training for students.
2. During the training, the student is expected to learn, analyze and suggest solutions to live problems. The objective is to equip the students with the knowledge of actual functioning and problems faced by various industries for exploring feasible solutions.
3. During the course of training, the institute will assign a problem/project to the student.
4. Guide will assess student's contribution and will award internal marks out of 50. There after students will submit a report to the Institute, which will form part of the third semester examination. However, the report must be submitted by the end of October 10.
5. The report (based on training and the problem/project studied) prepared by the student will be known as 'Mini Project Report'. The average size of report ordinarily will be of 100 pages in standard Times New Roman, font-size (12) in double spacing. Two neatly typed (one sided only) and soft bound copies of the report will be submitted to the Institute. The report will be typed on A-4 size paper.
6. The report will have a certificate, signed by the mentor faculties and duly countersigned by the Principal.
7. Internal and External Evaluation Scheme as prescribed by University is as under:

Course Code	SUBJECT	EVALUATION SCHEME		
		SESSIONAL EXAM	ESE	TOTAL
KCA- 353	Mini Project	50	50	100

8. The criteria of Mini project progress report and its marks evaluation carried out will be according to following heads:

Criteria for Weekly Monitoring - Mini Project Report (marks allocation)

Week-1 (20th - 26th Aug)	Week-2 (27th Aug – 2nd Sep)	Week-3 (3rd - 9th Sep)	Week-4 (10th - 16th Sep)	Week-5 (17th - 23rd Sep)	Week-6 (24th - 30th Sep)
Problem Identification & Objective (5)	Requirements (5)	Analysis (5)	Designing (5)	Coding (5)	Testing & Implementation (10)

9. The faculty concerned will maintain a log of all his/her students to assess the quality work at each stage and record date of submission/completion to evaluate the work at variance. This will ensure transparency and fairness in the assessment evaluation of the project.
10. The student shall prepare the Mini Project Report as per the prescribed format as given in the Mini Project Manual which is attached as Appx 'A' to these guidelines.
11. A student will make demonstration in the presence of faculties and students and answer their queries as per schedule at para 12 below. Weightage for this demonstration will be 15 marks.
12. The report will be submitted to the respective mentor during 1-10 Oct 23. Demonstration of the project will be conducted during 1-10 Oct 23. Final date & details will be intimated.

MANUAL FOR PREPARATION OF MCA MINI PROJECT REPORT (Prescribed Format and specifications)

REPORT FORMAT

The Project should be prepared in consultation with the guide and may contain 70-100 pages (Including coding). Project Report should strictly follow the points given below:

- 1) Cover and Title page**
- 2) Synopsis Approval Certificate/Company Certificate**
- 3) Index**
- 4) Acknowledgement**
- 5) Certificate of Originality**
- 6) Introduction/Aims and Objective**
- 7) System Analysis**
 - 7.1 Identification of Need
 - 7.2 Preliminary Investigation
- 8) Feasibility Study**
 - 8.1 Technical Feasibility
 - 8.2 Economic Feasibility
 - 8.3 Operational Feasibility
- 9) Analysis (Feasibility Study, DFD 0 Level, 1- Level and 2 Level/ER Diagram, and Data structure, Table structure etc)**
- 10) S/W Engineering. Paradigm applied**
- 11) S/W & H/W Requirement Specification**
- 12) System Design- Screen Shots**
- 13) Coding**

- 14) Validation Checks
- 15) Implementation and Maintenance
- 16) Testing (Testing techniques and Testing strategies)
- 17) System Security measures
- 18) Various types of Reports/Modules
- 19) Pert Chart/Gantt Chart
- 20) Future scope of the project
- 21) Bibliography/References (in IEEE format)
- 22) Original Copy of the Approved Synopsis

2. Points to be considered during submission of project

1. The cover page must be colored.
2. The size of the report would depend on the project undertaken. However, it must be of approx 100 pages (single space) on A4 size paper.
3. All the students are required to use the uniform font and format (except in heading and subheadings) throughout the text of the report. For example, if anybody uses “Times New Roman” of font size 12 in the text, then he/she will be using the same throughout the report.
4. The report (at the time of submission) should have the following page margins:
 - a. Top and Bottom edge : 25 mm (1 inches)
 - b. Left and right side : 32 mm (1.25 inches)
 - c. All page numbers should be typed at the center of page at the bottom.
5. The project report must accompany a certificate authenticating the originality of the work done in the prescribed format, as attached.
6. The student is required to submit **two spiral bound copies** of the project report.
7. There should not be any deviation from the **Cover page** as given in the format enclosed.
8. **Letter of Authentication** should be submitted by students declaring that the Project Report is the original work of student. Students are advised not to **COPY** the project report from anywhere else.

ANNEXURE-I
FORMAT OF COVER PAGE

Title of PROJECT (font size 18)

**Submitted in partial fulfillment for the award of
(Font Size 14)**

**MASTER OF COMPUTER APPLICATIONS DEGREE
(Font size 20)**



Session

(Font Size 12)

By

(Font size 14)

STUDENT's NAME

(Font size 14)

Roll Number

(Font size 14)

Under the guidance of

(Font size 16)

(Internal guide name (font size 14))

UNITED INSTITUTE OF MANAGEMENT (011)

(Font size 16)

AFFILIATED TO

Dr. A.P.J. Abdul Kalam Technical University (APJAKTU), LUCKNOW

(Font Size -14)

ANNEXURE - II

Certificate of Originality

I hereby declare that the Project entitled “**Title of the Project**” submitted to the Department of Computer Application, **UNITED INSTITUTE OF MANAGEMENT, NAINI, PRAYAGRAJ** in partial fulfillment for the award of the Degree of **MASTER IN COMPUTER APPLICATION** during session 2022-2023 is an authentic record of my own work carried out under the guidance of Dr./Ms./Mr. “**Internal Guide’s Name**” and that the Project has not previously formed the basis for the award of any other degree.

This is to certify that the above statement made by me is correct to the best of my knowledge.

Place:

Date:

Signature of the candidate.
(Name of Student)
(Roll No.)

ANNEXURE – III

Acknowledgement

I am very grateful to my project guide Dr./Mr./Ms..... for giving his valuable time and constructive guidance in preparing the Synopsis/Project.

It would not have been possible to complete this project in short period of time without his kind encouragement and valuable guidance.

Date:

Signature
(Name of the Student)