**T John College Of Engineering, Bengaluru  
Department of Computer Science and Engineering**

**VTU GUIDELINES FOR THE PREPARATION OF PROJECT REPORTS**

1. Project report should be typed neatly only on one side of the paper with 1.5 line spacing on an A4 bond / executive bond paper (210 X 297 mm). The margins should be  
   Left – 1.25 ”  
   Right – 1 ”  
   Top & Bottom – 0.75 ”.
2. The total number of reports to be prepared is,  
   • One copy to the department.  
   • One copy to the concerned guide(s).  
   • One copy towards the sponsoring agency, where the project is done, say at ISRO, NAL, HAL, DRDO, Private company,……  
   • One copy to each candidate.
3. The project batch should not directly print the hard-copy of the report without the prior approval of the guide, coordinators & the HOD, else it will be rejected.
4. Before taking the final printout, the approval of the concerned guide(s) is mandatory and suggested corrections, if any, must be incorporated. The guide should check the first rough draft, make corrections after going through the report, put a signature on it indicating that it is checked & the report is in VTU format & prepared according to the guidelines given here, then show it to any of the project coordinators, get it checked & signed. Finally, the checked project report (rough draft) should be brought to the HOD, checked by him, get the sign on the rough draft, then only go for the final printing of the report. If this process is not done, then the departmental head will not accept the project report at any cost.
5. Every copy of the report must contain the following items as shown below in the organization of the report.
6. The organization of the report should be as follows:

a. Outer title page with plastic cover (Purple colour)-ECE  
b. Outer title page with plastic cover (Cream colour)-CSE  
c. Outer title page with plastic cover (colour)-ISE  
d. Outer title page with plastic cover (colour)-ME  
e. Inner title page (White)  
f. College certificate in the required format  
g. Company / Industry certificate  
h. Dedicated to …… (optional)  
j. An abstract (synopsis) indicating the salient features of the work (1 page). Page nos. in roman   
k. Acknowledgements numerals  
l. Table of contents  
m. List of tables  
n. List of figures  
o. List of acronyms / abbreviations  
p. Chapter 1 (to be a brief introduction)  
q. Chapter 2  
r. :  
s. :  
t. Conclusions  
u. Future work Normal page numbering  
v. References / Bibliography  
w. Appendix / Data sheets, etc,.  
x. Header and footer as shown on these rules pages for the report section only & not for the starting pages as shown in serial nos. ‘a’ to ‘k’. Photographs of the developed hardware to be included in the relevant sections only.

1. Chapters (to be numbered in Arabic) containing Introduction – which usually specifies the scope of work and its importance and relation to previous work and the present developments, Main body of the report divided appropriately into chapters, sections & subsections.
2. The chapters, sections and sub-sections must 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.,  
   CHAPTER (No.) – font size 16, left justified  
   TITLE OF CHAPTER – font size 18, centered, all caps  
   Section numbers along with their headings – font size 16, left justified.  
   Sub-section numbers along with their headings – Font size 14, left justified.  
   Sub sub-section numbers along with their headings – Font size 12, left justified.  
   Body or the text – font size 12, both left and right justified.
3. The figures and tables must be numbered chapter wise,   
   for e.g., Fig. 2.1 : Block diagram, Fig. 3.1 : Circuit diagram, etc. & citing of the figures / tables in the text as, …. , the block diagram of the designed & fabricated unit is shown in the Fig. 2.1.
4. The last but one chapter should contain the brief summary of the work carried in the form of conclusions, contributions if any.
5. The last chapter should contain the scope for further work.
6. 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,  
   \* **For texts** – Bandyopadhyay B., T.C. Manjunath, and M. Umapathy, “Modeling & control of smart structures”, Lecture Notes in Control & Information Sciences, Springer-Verlag, Heidelberg, Germany, 1st Edn., 2007.   
   \* **For journal papers** – T.C. Manjunath, and B. Bandyopadhyay, “Vibration control of a smart structure using periodic output feedback technique”, Asian Journal of Control, Vol. 6, No. 1, 21st issue, ISSN 1561-8625, pp. 74-87, Mar. 2004.  
   \* **For conference papers** – T.C. Manjunath, “Inverse Kinematic Modeling of a 3-Axis Planar Articulated Robotic ARM (PLANBOT)”, Proc. of the 13th IEEE-SICE-JARA International Symposium on Artificial Life and Robotics (AROB 13 - 2008), B-Con Plaza, Beppu, Oita, JAPAN, Paper No. GS-19-3, pp. 795-798, Jan. 31-Feb. 2, 2008.
7. Only SI units are to be used in the report. Equations must be numbered in decimal form, for e.g.,   
    V = IR (3.2)

All equation numbers should be right justified using the right tab & centered using the centre tab. Referring the equations in the text to be done as,….. the input output relation of the system is given by the Eqn. (3.2).

1. The project 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. If comes to know the report will be rejected and the students have to do a new one. Where short excerpts from published work are desired to be included, they should be appropriately referenced using the citation numbers from the references. Please mention the base papers from where you are starting the extension of it, the relevant text-books, and also the acknowledgement of the place of working (whether industry or in college) in the acknowledgement section.
2. 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. Care should be taken to avoid spelling and typing errors. Please do the spell check once using the spell check option. The student should note that report-write-up forms the important component in the overall evaluation of the project.
3. Hardware projects must include:   
   \* The component layout.  
   \* Complete circuit diagram with the component list containing the names of components.   
   \* Number of such components used.  
   \* The main component data sheets as appendix.  
   \* A number of photographs of the hardware project in maxi size or in post card size.
4. Software projects must include the algorithm, flow-chart, GUIs, Screen snap-shots of the simulation, then output graphs, codes in the appendix (optional, may be put if the total number of pages is less).
5. Students should submit to the HOD, a virus free disc (CD / DVD), containing 6 folders, the soft copy of the entire project work done, viz., starting pages (from title sheet to list of acronyms), body of the report (from intro to future work), literatures (like papers, books, materials downloaded from the net, etc), appendix, figures, the program coding. A 6-page write-up has to be submitted compulsory to the HOD along with the CD & the report hard-copy. While submitting the final hard bounded copy, these 3 things (CD, hard bounded copy, 6 page double column write-up of the paper) are essential, else, the report will not be signed. Note that the entire CD containing the soft copy of the work should be compatible with MSWORD 2000 / 2003 / 2007. The CD / DVD should contain the software developed by them along with the readme file in the program coding folder. Readme file should contain the details of the variables used, salient features of the software and procedure of them : compiling procedure, details of the computer hardware / software requirements to run the same, etc., If the developed software uses any public domain software’s downloaded from some site, then the address of the site along with the module name etc., must be included on a separate sheet. It must be acknowledged in the acknowledgements.
6. Sponsored projects done from the industry / R & D centers must also satisfy the above requirements as mentioned in the hardware / software projects. They must also produce the hardware unit along with the software during the final exam project viva of the VTU. However, some firms do not give the project unit to the students during viva-voce & they give only the certificate stating the project is completed, but it is left to the sole discretion of the college management, project cordinator & the examiner to conduct the project exam without the model.