Minor Project

COURSE NAME:	COURSE CODE	L-T-P	CREDITS
Minor Project	ETCCPR276	0-0-4	2
TYPE OF COURSE:	Project (Proj)		

Introduction:

The objective of Minor Project for the MCA is to provide students with the opportunity to apply theoretical knowledge to real-world societal problems. This course aims to develop students' ability to identify and understand complex societal issues relevant to computer science, engage in critical thinking to formulate and analyze problems, and conduct comprehensive literature reviews to evaluate existing solutions. Through this project, students will enhance their research skills, document their findings in a well-structured manner, and effectively present their analysis and conclusions. Minor project should encourage students to approach problems from multiple perspectives, develop innovative solutions, and improve their communication and documentation skills. Ultimately, the Minor Project-I course seeks to prepare students for future professional challenges by integrating academic knowledge with practical problem-solving experiences.

Duration: 12-16 weeks.

Project must focus on following aspects:

1Standard Operating Procedure (SOP)

Minor Project – I (2 Credits, 12-14 Weeks)

MCA (Master of Computer Application)

2 Purpose

Minor Project immerses second-year students in problem discovery, research, and critical analysis of a real societal challenge addressable via computing.

From the 2025-26 session onward, every step—topic selection, mentoring, submission, feedback, grading, and reporting—will be executed and audited inside Projexa.

This SOP unifies academic requirements with Projexa's digital workflow to guarantee transparency, consistency, and accreditation-ready records.

3 Scope

- Applies to: All MCA students registered for Minor Project.
- Duration: 12–14 teaching weeks (one full semester block).

4 Learning Outcomes (LO)

LO	Student will be able to…	Evidence Captured by Projexa
LO-1	Identify a specific, socially relevant computing problem	"Problem Synopsis" form
LO-2	Conduct & critique a structured literature review	Lit-Review PDF + Gap-Matrix worksheet
LO-3	Analyse & synthesize existing solutions, exposing gaps	Mid-term viva recording + mentor comments
LO-4	Document & present findings in professional formats	Auto-generated tech report + slide decks
LO-5	Operate a project-management platform ethically & professionally	Timestamped activity log, on-time submissions

5 Projexa: Core Functions Used in Minor Project

Module	Purpose
Team Workspace	Topic discussion, mentor chat, file vault
Milestone Engine	Proposal → Mentor Approval → Mid-Review → Final Review
Rubric Builder	Digitised grading templates for mentor & PEC
Analytics Dashboard	Real-time progress, CO/PO attainment, mentor load
Integrity Ledger	Log of late submissions, plagiarism flags, change requests

6 Roles & Responsibilities

Role	Key Responsibilities	Projexa Permissions
Student Team (2–4)	Draft synopsis, upload artefacts, attend vivas, act on feedback, complete reflection survey	Create files, comment, view deadlines
Project Mentor (Faculty)	Weekly guidance, approve milestones, grade mentor components, impose ±3 effort modifier	Approve/Reject, rubric scoring, notes
Project Evaluation Committee (PEC) (3 faculty including Coordinator)	Evaluate Synopsis, Mid-term, Final; moderate mentor marks; resolve disputes	Rubric scoring, moderation tools
Project Coordinator	Configure rubrics & deadlines, monitor cohorts, author reports,	Admin dashboard, deadline override

	manage change-requests	
Dept. Admin	Oversight, accreditation data exports, technical ticket escalation	Read-only analytics, export

7 Semester Timeline (12–14 Weeks)

Week	Status Change in Projexa	Student Deliverable	Mentor / PEC Action
0	Team formation	—	Verify teams
1	Draft → Submitted	1-slide Idea Pitch	Feasibility comment
2	Draft → Submitted	Problem Synopsis (2 pp)	Phase A rubric (Mentor 5 / PEC 15)
3	Mentor-Approved	Revised synopsis (if required)	Mark "Synopsis Approved"
4	—	Literature-Review Dossier + Gap-Matrix	Inline feedback
5	—	Logbook entries	Progress check
6	Mid-Review	Mid-term Deck + Viva	Phase B rubric (Mentor 10 / PEC 20)
7–8	—	Deep-dive analysis, data gathering	Weekly mentor comments
9	—	Draft Tech Report	Mentor inline edits
10	Mentor-Approved	Revised draft report	Set "Ready for Final" flag
11	—	Demo video (≤3 min) rehearsal	Dry-run feedback

12	Final Review	Final Deck + Report	Phase C rubric (Mentor 10 / PEC 30)
13	—	Scholarly evidence (paper / competition)	Phase D score (0–10)
14	Closed	Reflection survey	Grade release, closure

8 Deliverables & Format Standards

Artefact	Mandatory Format	Upload Location
Idea Pitch	1-slide PDF	Proposal module
Problem Synopsis	PDF (Dept template)	Proposal module
Literature Review	PDF + XLS Gap-Matrix	Docs upload
Mid-term Slides	PPT/PDF (12–15 slides)	Presentation module
Logbook	Auto-captured	Activity Log
Draft & Final Report	IEEE 2-column PDF (8–10 pp)	Report upload
Demo Video	MP4 link (YouTube Unlisted / Drive)	Media tab
Scholarly Output	PDF of submission or award certificate	Evidence upload

9 Evaluation Scheme (100 Marks)

Phase	Timing	Total	Mentor	PEC	Criteria (digital rubric)
A Synopsis	Week 2-3	20	5	15	Problem relevance, objective clarity, presentation quality, Q&A

B Mid-term	Week 6	30	10	20	Lit-review depth, gap analysis, methodology soundness, modern tools, logbook rigour
C Final	Week 12	40	10	30	Findings vs objectives, societal impact, report quality, viva professionalism
D Scholarly / Outreach	Week 13	10	—	10	5 pts for manuscript/competition entry +5 bonus for acceptance/award (max 10)
Continuous Effort Modifier	Whole semester	±3	Mentor	—	Consistent diligence (+) or chronic non-compliance (–)

Rubrics contain 4 performance levels (Excellent, Good, Satisfactory, Poor); descriptors are stored in Projexa's Rubric Builder.

10 Grading & Publication

1. Weighted calculation auto-executes when PEC submits final rubric.

2. Students see marks & comments but cannot edit rubrics.

3. A random 10 % sample is second-marked by another PEC member for moderation.

4. Pass requirement: ≥ 50 % overall AND ≥ 40 % in each Phase A-C.

5. Grades are posted to the LMS via Projexa API within 72 h of final review.