Sri Lanka Institute of information Technology

Guidelines on Documentation and Submissions of Dissertations

1. Introduction

All undergraduate students at the SLIIT should follow the under mentioned instructions before preparation of their proposal report.

The proposal report will not be accepted if the students have not prepared the proposal document according to these guidelines.

01. Page Format

1.1. General Instructions: International A4 white paper of good quality (80 gsm) should be used. Other paper may be used if required (e.g.: for maps) on the instructions of the supervisor.

1.2 Submission: The document should be word processed and double sided. One and a half line spacing is required, except for the abstract, tables and indented quotations where single line spacing may be used.

1.3. Fonts: A conventional font type must be used and text should be in **Times New Roman**.

- Chapter heading   : All Capital—14 Font size, Bold
- Section heading   : Title case-12 Font size, Bold
- Sub-section heading   : Sentence case-12 Font size, Bold
- Body text   : Sentence case - 12 Font size
- Tables and Illustrations : Font size may be varied while maintaining legibility

1.4. Margins of 40 mm on left & bottom and 25 mm on top & right should be used (Refer Appendix I).

02. Pagination

Each page should have page numbers except the "Title" page. Lower case **Roman numerals** should be assigned centered at the bottom of the page to all "preliminary pages" (Refer Appendix II; i - ix in content page). Pagination of the body text and appendices is to be in **Arabic numerals** centered at the right

bottom of the page. The pagination begins with the first page of the first chapter and continues throughout the rest of the text.

03.   Tables and Illustrations

Tables are grids consisting of columns and rows that present numerical or verbal facts by categories. Figures include charts, graphs, diagrams, photographs, maps, musical examples, drawings and other images. All these types of nontextural material are collectively referred to as illustrations. All tables and figures must be referred to in the text by number (not by a phrase such as "the following table"). Charts, graphs, maps, and tables that are larger than the standard page should be attached as Appendices. Tables and illustrations should be centered (See figure X.Y and table X.Y where X is Chapter no and Y is serial No.).
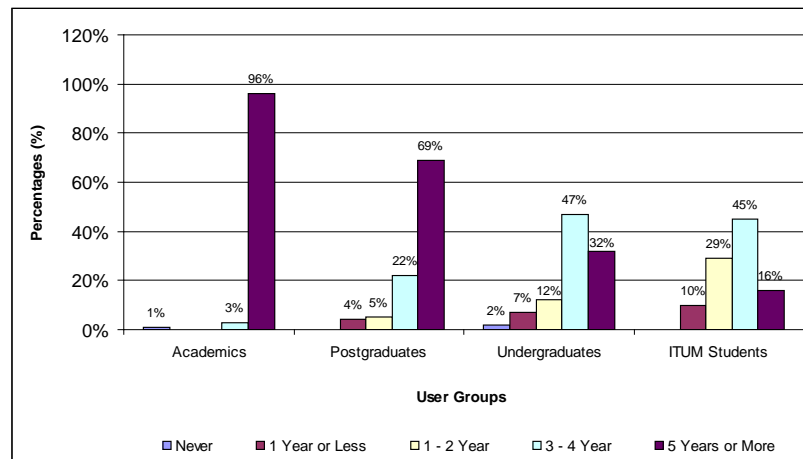

Figure X.Y: The Internet experience of the participants
Source: (if any)

Table X.Y: Kruskal-Wallis Test results for the Internet experience vs. user category

User Category	N	Median	Ave Rank	Z
Academics	73	5.000	233.5	6.90
Postgraduates	87	5.000	189.9	2.78
Undergraduates	139	4.000	130.1	-5.75
ITUM Students	31	4.000	95.5	-4.29
Overall	330		165.5	

Source: (if any)

04.   Photographs

High-quality colored or black-and-white photographs or reprints with sufficient clarity may be incorporated. Photographs with glossy finish and dark backgrounds should be avoided where possible. State 'Original in Color' in the title where color is used.

05.   Binding

Use normal stapler binding on your papers.

3.   Components

1.   A proposal should contain the following parts in the given order.

   1. Cover page
   2. Title page
   3. Declaration page of the candidates & supervisor
   4. Abstract
   5. Table of contents
   6. List of figures (if any)
   7. List of tables (if any)
   8. Introduction
   9. Background & Literature survey
   10. Research Gap
   11. Research Problem
   12. Objectives
   13. Main Objectives
   14. Specific Objectives
   15. Methodology
   16. Description of Personal and Facilities
   17. Budget and Budget Justification (if any)
   18. Reference list
   19. Appendices (if any)

1.1.   Cover

A sample cover page is available in Appendix I.

1.2   Title Page

First page should be the title page (see Appendix – III). It should contain;

- The title
- Project Id
- 'Project Proposal Report'
- Authors' full names, Student Ids
- Name of the Supervisors
- Official name of the degree
- Official name of the department of the university
- The month and year of submission

1.3.   Declaration, copyright statement and the statement of the supervisor

We declare that this is our own work and this proposal does not incorporate without acknowledgement any material previously submitted for a degree or diploma in any other university or Institute of higher learning and to the best of our knowledge and belief it does not contain any material previously published or written by another person except where the acknowledgement is made in the text.

Name	Student ID	Signature

The supervisor/s should certify the proposal report with the following declaration.

The above candidates are carrying out research for the undergraduate Dissertation under my supervision.

Signature of the supervisor: Date

1.4.   Abstract

Every copy of the proposal must have an abstract. Abstracts must provide a brief introduction to the subject in addition to the concise summary of methodology, anticipate test results, conclusions and recommendations (300 words or less).

It should also accompany a list of keywords (3-5), which could improve the accessibility of the dissertation in an online environment.

Abstract Title : Title case/Times New Roman 12 point Bold (If use other fonts,
                Change the size appropriately)
Text   : Times New Roman 11 point Light.
Spacing   : Single line

1.5.   Table of contents (see Appendix - II)

All the main sections and subsections of each chapter must be included in the table of contents with their page numbers. The page numbers of abstracts, and others which come first in the proposal report should also be included. Also, if there are any appendices, should be included in the table of contents.

1.6.   List of figures (see Appendix – IV)

If the proposal report contains any figures, then separate list should be prepared including the name of the object and the page number. The chapter number should be included in defining the number of figures.

1.7.   List of tables (see Appendix – V)

If the proposal Report contains any tables then separate list should be prepared including the name of the object and the page number. The chapter number should be included in defining the number of tables.

1.8.   List of abbreviations (see Appendix – VI)

Abbreviations must follow the International standards. When an abbreviation is used in first time, it must be explained in the text. A separate list should be prepared for all abbreviations used in dissertation with their full meaning. The abbreviations in the list should be arranged according to the alphabetical order.

1.8.   Introduction

The report should be started from an introduction and the last part of the report should include the anticipate conclusions and recommendations. All the chapters of report should have title and a chapter number. Any new chapter should be started from a new page.

1.13.   Reference list

A reference list[1] is the list of all books, articles, and other source of materials, which were referred and should be listed according to the international referencing method adopted. APA Style and IEEE Style are recommended.
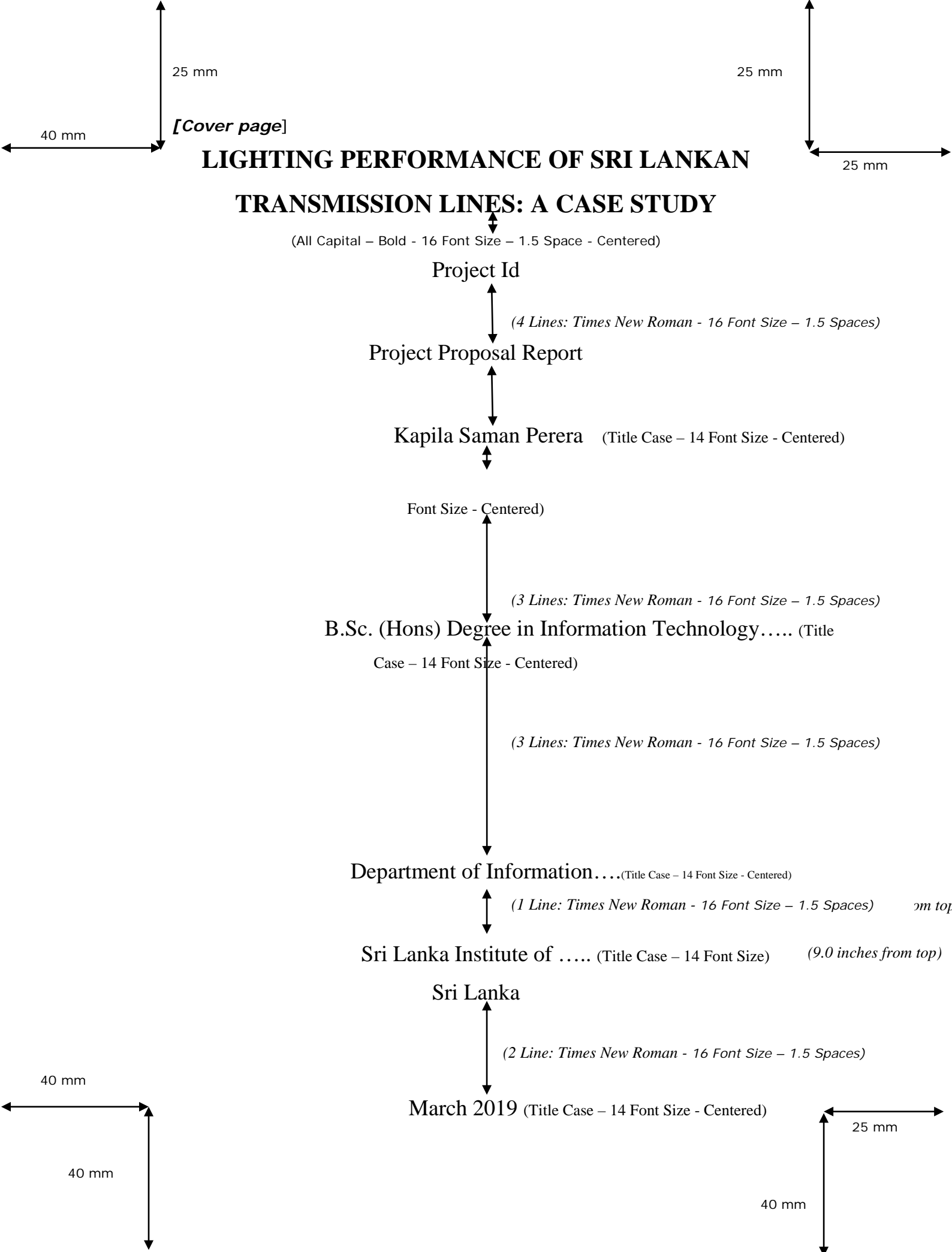
Each reference entry should be single-spaced with double spacing between entries.

The 'Reference list' does not contain a chapter number.

1.14.   Appendices (see Appendix – VII)

Supplementary material could be included as Appendices rather than in the main text. For example, Appendices may contain questionnaires, detailed descriptions on apparatus, extensive tables of raw data, source code etc. All appendices must have page numbers written in the same type face and size used for pagination throughout. If appendices contain photocopied material, the photocopies should be of letter quality.

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[1] Necessarily the items referred to inside the body text of the dissertation.

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[Cover page]

LIGHTING PERFORMANCE OF SRI LANKAN

TRANSMISSION LINES: A CASE STUDY

(All Capital – Bold - 16 Font Size – 1.5 Space - Centered)

Project Id

(4 Lines: Times New Roman - 16 Font Size – 1.5 Spaces)

Project Proposal Report

Kapila Saman Perera   (Title Case – 14 Font Size - Centered)

Font Size - Centered)

(3 Lines: Times New Roman - 16 Font Size – 1.5 Spaces)

B.Sc. (Hons) Degree in Information Technology….. (Title

Case – 14 Font Size - Centered)

(3 Lines: Times New Roman - 16 Font Size – 1.5 Spaces)

Department of Information….(Title Case – 14 Font Size - Centered)

(1 Line: Times New Roman - 16 Font Size – 1.5 Spaces)   *om top*

Sri Lanka Institute of ….. (Title Case – 14 Font Size)   *(9.0 inches from top)*

Sri Lanka

(2 Line: Times New Roman - 16 Font Size – 1.5 Spaces)

March 2019 (Title Case – 14 Font Size - Centered)

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[Appendix – II: Content Page]

TABLE OF CONTENTS

[List of Figures]

LIST OF FIGURES

[List of Tables]

LIST OF TABLES

[List of Abbreviations]

LIST OF ABBREVIATIONS

Abbreviation	Description
ACM	Association for Computing Machinery
IEEE	Institute of Electrical and Electronic Engineers
OPAC	Online Public Access Catalogue

[List of Appendices]

LIST OF APPENDICES

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[*Title page*]

LIGHTING PERFORMANCE OF SRI LANKAN TRANSMISSION LINES: A CASE STUDY

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(4 Lines: Times New Roman - 16 Font Size – 1.5 Spaces)

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Centered) *(1 Line: Times New Roman - 16 Font Size – 1.5 Spaces)*

Sri Lanka Institute of Information T….. (Title Case – 14 Font *(9.0 inches from top)*

Sri Lanka

(2 Line: Times New Roman - 16 Font Size – 1.5 Spaces)

March 2019 (Title Case – 14 Font Size - Centered)

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