SEMESTER: 6
Guidelines for Mini Project (01CE0609)

STEP 1 : Team Formation
- Student can form a team of **minimum 1** and **maximum 3** team members from CE Department only (interclass team members are NOT allowed – i.e. all team members must be from same class).
- Team should also decide one team leader who will perform required tasks when and where required.

STEP 2 : Project Definition and Internal Guide Selection
- Please access the Internal Guide CE faculty list along with Project details using below link. Based on that student need to contact CE faculties (offline) and finalize Internal Guide based on the interested project definition/domain as given in the below sheet. (Student can choose any CE faculty as internal guide if faculty is ready to guide. Don't select Internal Guide without his/her confirmation. Also meet faculties with Progress Report Diary and get the remarks/approval etc. along with his/her signature)
  Project & Guide List Link:
  https://docs.google.com/spreadsheets/d/1ZuxR_D8jqd64hNWdjvFD9LVuDgpZwAIj2dyPapOd-C4/edit?usp=sharing
- After finalizing Team, Project Definition and Internal Guide, only **team leader** needs to submit all finalized details in the Google Form. Google form link will be shared soon.
  (Don't fill/submit without approval from Internal guide. Think and verify twice before submitting the form.)
- Deadline to finalize Team, Internal Guide, Project Title and Google form submission will be on or before **18/01/2025**.
- After finalizing Team and Project Definition, it won't be changed in any case.
- If any student doesn't finalize team/project definition, student will be marked ABSENT in all exam component of this subject.

STEP 3: Reporting to Internal Guide
- All the teams need to regularly report regarding project progress, updates etc. to their respective Internal Guide AT LEAST once in a week. (Guide can ask to report more than once in a week also as per his/her preference.)
- Students also need to maintain Report Diary in which Students will mention the progress/updates on assigned tasks and Internal Guide will mention the remark/assign tasks/feedbacks etc. along with dates and signatures as per the given format.
- If any team doesn't report the internal guide regularly, internal guide can take any action he/she wants. (It may affect the marks of student also.)

STEP 4 : Regarding Internal/External Review

- All the teams must remain present and attend all the Internal/External Reviews conducted by the Internal Guide/External Reviewers. (In case of medical reason or any genuine case, student will have to report/inform to respective Internal Guide as well as Project Coordinators well in advance with valid proofs.)
- For all the reviews, presentation must be prepared in the given format only (attached with email).

STEP 5 : Regarding Project Report and Submission

- For Project Report content and format, follow the Project Report Guidelines shared by the Project coordinators. (format will be shared soon)
- First, team needs to submit report soft copy to respective guide. Do necessary changes suggested by Internal Guide. After getting final approval from Internal Guide, team need to take the printout of the report and get the signature of Internal Guide in all the copies. (In case of any plagiarism or copying any kind of content or source code or any such cases, student will be considered as UFM and no arguments will be entertained.)
- Report should be black & white – one sided – spiral bound.
- Number of copies required: Total Number of Students in Team + 1
- For submission, all the teams need to submit following things to respective internal guide and in Google Form (link will be provided after 2 reviews by Project Coordinators).
  1. One hard copy of the report. (Spiral binding) (File name: TEAM ID_PROJECT NAME)
  2. Entire project presentation (.PPT) (File name: TEAM ID_PROJECT NAME)
  3. Soft copy of the report (.DOC and .PDF) (File name: TEAM ID_PROJECT NAME)
  4. Project code (.Zip file) (File name: TEAM ID_PROJECT NAME)
  5. Progress Report Diary
  6. Proof of Hardware or Software Prototype / Proof of Concept / Patent / Start Up / Research Publication

  (Team IDs will be assigned by project coordinators after finalizing all project details.)
  NOTE: Team will NOT be allowed for any review in case of any pending tasks.
- Project report chapters details and project report format will be shared soon).

- Tentative Schedule of the Internal and External Review will be as follows:

Sr. No.	Review	Review Date	Required Content for the Review	Total Marks
1	Review 1	08-03-2025	Presentation, 50%-60% Implementation, Testing, Demonstration	25
			Required documents to submit based on the progress of project (w.r.t. minimum objective assigned)	10
2	Regular Reporting to Internal Guide and Submission	13-04-2025	Regular Reporting, Project Report, PPT, Code, Proof of Concept/Prototype/Patent/Start Up/Research Publication etc.	25
3	VIVA		VIVA with all components and documents	30
4	Achievement of Minimum Objective		Proof of Concept/Prototype/Patent/Start Up/Research Publication	10
Total Marks				100

If any student/team doesn't attend any review or fails to follow any deadlines as per the given schedule, will be marked **ABSENT** in respective review. No rescheduling will be done for such student/team.

Review 1 Content:

- Project Identification
- Requirement gathering & Analysis of existing similar work
- Design Solution / Prototype development and validation against
- original requirement
- 70%-80% project implementation (based on the target set by the Internal Guide) with demo

VIVA:

- 100% Implementation with all the required documentations, Project Report, PPT, Code, Proof of Concept/Prototype/Patent/Start Up/Research Publication etc.