

DESH_ ENGINEERING DESIGN & INNOVATION 2 (EDAI2)

ONLINE PROGRESS REVIEW 1 REPORT SUBMISSION

IMPORTANT INSTRUCTIONS

A.Y. 2022-23 SEM-2 FY B. Tech. All divisions

Dear EDAI1 Project Group Leader,

Please fill in the form and submit latest by 11 pm on Saturday, 22th April 2023 without fail.

Read and follow all the following instructions carefully.

As instructed earlier, A Progress Review 1 report of EDAI2 Project is to be submitted through a Google form. A Word template for the same is shared herewith.

The EDAI2 Project Group leader can share this word template with his group members and ask them to fill the same regarding their individual contribution / assigned work completion in the given space and send him back ...Or... He can make the google Doc of the Template and share its link with his group members who can subsequently edit it online.

Further, all group members from the respective EDAI2 group, can have a google meet to discuss and write together the overall progress report of the whole group till date in brief (pointwise) and also mention about the percentage (%) EDAI2 project work completion status till date in the same report template. Once the report draft is prepared it would be sent/shared with their EDAI2 Project guide for review and to seek his/her approval on it.

Once the **approval** from **EDAI2 Project** guide is received the group leader will convert it into a **PDF** file. And keep

Title this pdf File as **Group ID_EDAI2_PROGRESS REVIEW 1_REPORT** and upload in the google form.

1) Only the "Group Leader" is supposed to fill in all the details of this form and upload the PDF of Progress Review report 1 for his/her EDAI 2 Group

2) The Group Leader can fill up and submit this form "only once". Therefore, once submitted. No amendment is possible in the filled data as well as in the PDF file of Progress Review report 1 for his/her EDAI2 Group. Hence, fill all the information carefully and ensure the PDF document is correct in all respect. After filling the form, please verify that all the entered details are correct and then only submit the form.

3) The Group Leader has to mail the uploaded PDF of EDAI2 Progress Review report 1 to his/her EDAI2 Project guide

4) The above mail should have a subject line as --- Group No – EDAI2_Progress Review 1 Report _Uploaded

Google form link for uploading EDAI2 Project _ Progress Review 1 report

<https://forms.gle/EQaqGqBmr512Q9Lb6>

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