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**CHAPTER 1: Overview of the Company**

* + History
  + Different product / scope of work
  + Organization chart
  + Capacity of plant

**CHAPTER 2: Overview of different plant/unit/department/shop of the organization and Layout of the production/process being carried out in company**

* 2.1 It includes the details about the work being carried out in each department.
* 2.2 List the technical specifications of major equipment used in each department.
* 2.3 Prepare schematic layout which shows the sequence of operation for
* manufacturing of end product.
* 2.4 Explain in details about each stage of production.

**CHAPTER 3: Introduction to Project / Internship and Project / Internship Management**

* 3.1 Project / Internship Summary – Key To a good summary is the FIRST sentence,
* which MUST contain the most essential information that you wish to convey.
* 3.2 Purpose
* 3.3 Objective
* 3.4 Scope (what it can do and can’t do)
* 3.5 Technology and Literature Review
* 3.6 Project / Internship Planning

3.6.1 Project / Internship Development Approach and Justification

3.6.2 Project / Internship Effort and Time, Cost Estimation

3.6.3 Roles and Responsibilities

3.6.4 Group Dependencies

* Project / Internship Scheduling (Gantt Chart/PERT/Network Chart)

**CHAPTER 4: System Analysis**

* 4.1 Study of Current System
* 4.2 Problem and Weaknesses of Current System
* 4.3 Requirements of New System
* 4.4 System Feasibility

4.4.1 Does the system contribute to the overall objectives of the organization?

4.4.2 Can the system be implemented using the current technology and within

the given cost and schedule constraints

4.4.3 Can the system be integrated with other systems which are already in

place?

* 4.5 Activity / Process in New System / Proposed System
* 4.6 Features of New System / Proposed System
* 4.7 List Main Modules / Components / Processes / Techniques of New System /
* Proposed System
* 4.8 Selection of Hardware / Software / Algorithms / Methodology / Techniques /
* Approaches and Justification

**CHAPTER 5: System Design**

* 5.1 System Design & Methodology
* 5.2 Database Design / Data Structure Design / Circuit Design / Process Design /
* Structure Design
* 5.3 Input / Output and Interface Design (If applicable)

5.3.1 State Transition Diagram (optional)

5.3.2 Samples of Forms, Reports and Interface

5.3.3 Access Control / Mechanism / Security (If applicable)

**CHAPTER 6: Implementation**

* 6.1 Implementation Platform / Environment
* 6.2 Process / Program / Technology / Modules Specification(s)
* 6.3 Finding / Results / Outcomes
* 6.4 Result Analysis / Comparison / Deliberations

**CHAPTER 7: Testing**

* 7.1 Testing Plan / Strategy
* 7.2 Test Results and Analysis
* 7.2.1 Test Cases (test ID, test condition, expected output, actual output,
* remark)

**CHAPTER 8: Conclusion and Discussion**

* 8.1 Overall Analysis of Internship / Project Viabilities
* 8.2 Photographs and date of surprise visit by institute mentor
* 8.3 Dates of Continuous Evaluation (CE-I and CE-II)
* 8.4 Problem Encountered and Possible Solutions
* 8.5 Summary of Internship / Project Work
* 8.6 Limitation and Future Enhancement

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