PROJECT REPORT FORMAT

1. CONTENTS OF PROJECT REPORT

- **Covering Page (Front Page)**

- **Report Certificate (Internal Guide, External Guide, HOD, Principal, Examiners)**

- **Project Completion Certificate (Industry / Department)**

  i. **Abstract**

Typical Abstract Format

Paragraph1 (Not exceeding 150 words): A general but brief explanation of the existing system relevant to the project/ existing technology, its drawbacks/disadvantages. The gain or improvements that have taken place in the proposed project.

Paragraph2 (Not exceeding 300 words): About the project work (it may start with an opening statement like, this project report elaborates/explains/describes/ presents / narrates / brings out/ the development of   ………….   ……..). It has the following modules (explanation of modules as to what they do, their functionality, and their limitations etc…….). ---- may be broken into two to three subparagraphs.

Paragraph 3: (Not exceeding 100 words): The platform used/ language used and other technical details of the project work.

Paragraph 4: (not exceeding 50 words) About the tests and validation done on the final product/system/software/ tool …… and the results obtained.

Paragraph 5: (not exceeding 50 words) Further improvements/ future directions/ scope etc.

Please restrict the abstract to a maximum of one page.

  ii. **Acknowledgement**

  iii. **List of Tables**

  iv. **List of Figures**

Chapters

Chapter 1: **Introduction:**
  1.1 Introduction about the project(if required include references).
  1.2 Problem Definition.
  1.3 Purpose and scope of the project.
  1.4 Objectives.
  1.5 Target Audience.

1.6 The technologies required to build the project.

Chapter 2: Literature Survey:

(First Para): Survey on the existing system includes: a description of the publications.
(Second Para): A summary (table form) of the publication's main points.
(Third Para): A discussion of gaps in research used in the proposed project.

Chapter 3: Project Methodology:

3.1 This chapter will cover the detailed explanation of the methodology that is used to make this project.
3.2 System development life cycle (SDLC)
3.2.1 Project Planning
       3.2.1.1 Stakeholders Identification & Roles
       3.2.1.2 Data collection
       3.2.1.3 Workflow Diagram
       3.2.1.4 Work breakdown structure & Project Timeline
           (Scheduling)
       3.2.1.5 Hardware requirement
       3.2.1.6 Software requirement
       3.2.1.7 Functional & Non-functional Requirements
3.2.2 System Design
       3.2.2.1 ER diagram (Database Projects)/Methodology)
       3.2.2.2 Use Case Diagram
       3.2.2.3 Activity Diagram
       3.2.2.4 Sequence Diagram
       3.2.2.5 Process or algorithm involved (Optional)
3.2.3 Implementation, maintenance, and support.
3.2.4 Testing and Validation

Chapter 4: Results and Discussion:
4.1 Screen snap shots in chronological order with **brief explanation mandatory**/ analysis of the results.

Chapter 5: Conclusions and Future Enhancement
5.1 Conclusions
Write your conclusion about finding highlights by providing valuable insights of existing and proposed system(what we did, how we did, to whom we did). The concluding remarks on results obtained/ technology/platform used for the design and development of the project.

5.2 Future Enhancement
However, the project developed is subject to further improvements and updates. Suggestions from the students to up-grade (future enhancement) the project work by using recent technologies.

Chapter 6: **Teamwork Details**
Project Team
  i. Development Team
  ii. Backend Developers (optional if required)
  iii. Stakeholders
  iv. Collaboration and Expertise

v.   References

(IEEE style is used mainly in Electronic and Electrical Engineering and Computer Science. This style sheet gives general guidelines based on the IEEE's citation and referencing guide: https://www.ieee.org/documents/ieeecitationref.pdf)

Citations
When writing a piece of academic work, you must acknowledge any sources which you have used. You do this by including a brief in-text 'citation' within the main body of your writing, next to the material you have used. The IEEE style is a numeric style, where citations are numbered [1] in the order of appearance. This citation leads your reader to a full reference to the source in the list of references at the end of your work. Each citation number should be enclosed in square brackets on the same line as the text, before any punctuation, with a space before the bracket [2]. Once a source has been cited, the same number is re-used for all subsequent citations to the same source.
Here are some examples of IEEE style citation:

- "The theory was first put forward in 1987 [1]."
- "For example, see [7]."
- "Several recent studies [3, 4, 15, 16] have suggested that...
- " The example above may also be formatted as:
- "Several recent studies [3], [4], [15], [16] have suggested that…"

References
At the end of your work, list full details of all of the sources which you have cited in your text in a section headed References, in numeric order. References listed must follow IEEE formatting guidelines (see reference examples overleaf). Your reference list should allow anyone reading your work to identify and find the material to which you have referred.
In IEEE style your reference list should be formatted in the following way:
• Align references left

- Single-space each entry, double-space between every new entry
- Place number of entry at left margin, enclose in square brackets
- Indent text of entries

Citations/references with multiple authors

In general you do not need to mention the authors by name, just use the numeric citation in square brackets. In your full reference list at the end however, you always give the authors' names. In the reference list you can only abbreviate these using 'et al.' if there are six or more authors.

Reference examples

There are standard reference formats for most types of document. Below are examples of the most common types of document you might want to reference. Each of the following gives a suggested standard format for the reference followed by examples for the different document types.

Book

[Ref number] Author's initials. Author's Surname, Book Title, edition (if not first). Place of publication: Publisher, Year.
Ex:
[1] I.A. Glover and P.M. Grant, Digital Communications, 3rd ed. Harlow: Prentice Hall, 2009.

Book chapter

[Ref number] Author's initials. Author's Surname, "Title of chapter in book," in Book Title, edition (if not first), Editor's initials. Editor's Surname, Ed. Place of publication: Publisher, Year, page numbers.
Ex:
[2] C. W. Li and G. J. Wang, "MEMS manufacturing techniques for tissue scaffolding devices," in Mems for Biomedical Applications, S. Bhansali and A. Vasudev, Eds. Cambridge: Woodhead, 2012, pp. 192-217.

Electronic Book

[Ref number] Author's initials. Author's Surname. (Year, Month Day). Book Title (edition) [Type of medium]. Available: URL
Ex:
[3] W. Zeng, H. Yu, C. Lin. (2013, Dec 19). Multimedia Security Technologies for Digital Rights Management [Online]. Available: http://goo.gl/xQ6doi
Note: If the e-book is a direct equivalent of a print book e.g. in PDF format, you can reference it as a normal print book

Journal article.

[Ref number] Author's initials. Author's Surname, "Title of article," Title of journal abbreviated in Italics, vol. number, issue number, page numbers, Abbreviated Month Year.
Ex:
[4] F. Yan, Y. Gu, Y. Wang, C. M. Wang, X. Y. Hu, H. X. Peng, et al., "Study on the interaction mechanism between laser and rock during perforation," Optics and Laser Technology, vol. 54, issue 5, pp. 303-308, Dec 2013.

E-Journal article

PDF versions of journal articles are direct copies of the print edition, so you can cite them as print journals.
[Ref number] Author's initials. Author's Surname. (Year, Month). "Title of article." Journal Title [type of medium]. volume number, issue number, page numbers if given. Available: URL
Ex:
[5] M. Semilof. (1996, July). "Driving commerce to the web-corporate intranets and the internet: lines blur". Communication Week [Online]. vol. 6, issue 19. Available: http://www.techweb.com/se/directlinkcgi?CWK19960715S0005

Conference papers

[Ref number] Author's initials. Author's Surname, "Title of paper," in Name of Conference, Location, Year, pp. xxx
[6] S. Adachi, T. Horio, T. Suzuki. "Intense vacuum-ultraviolet single-order harmonic pulse by a deep-ultraviolet driving laser," in Conf. Lasers and Electro-Optics, San Jose, CA, 2012, pp.2118-2120.
Standard abbreviations may be applied to the title of the conference. For a table of abbreviations go to: http://www.ieee.org/documents/ieeecitationref.pdf

Reports

The general form for citing technical reports is to place the name and location of the company or institution after the author and title and to give the report number and date at the end of the reference. If the report has a volume number add it after the year.
[Ref number] Author's initials. Author's Surname, "Title of report," Abbreviated Name of Company., City of Company., State, Report number, year.
Ex:

[7] P. Diament and W. L. Luptakin, "V-line surface-wave radiation and scanning," Dept. Elect. Eng., Colombia Univ., New York, Sci Rep. 85, 1991.

Patents

[Ref number] Author's initials. Author's Surname, "Title of patent," Country where patent is registered. Patent number, Abbrev of Month Day Year.
Ex
[8] J. P. Wilkinson, "Nonlinear resonant circuit devices," U.S. Patent 3 624 125, July 16 1990
Note: Use "issued date" if several dates are given.

Standards

[Reference number] Title of Standard, Standard number, date.
Ex:
[9] Shunt power capacitors, IEEE standard 18-2012, 2013.

Theses/Dissertations

[Ref number] Author's initials. Author's Surname, "Title of thesis," Designation type, Abbrev. Dept., Abbrev. Univ., City of Univ., State, Year.
Ex
[10] J. O. Williams, "Narrow-band analyser," Ph.D. dissertation, Dept. Elect. Eng., Harvard Univ., Cambridge, MA, 1993.

Datasheets

[Ref number] Author's initials. Authors Surname, "Title of Datasheet," Part datasheet, Publication date [Latest revision date].
Ex.
[11] Texas Instruments, "High speed CMOS logic analog multiplexers/demultiplexers," 74HC4051 datasheet, Nov. 1997 [Revised Sept. 2002].

Online Documents

If you are using documents such as a report, conference paper, standard, patent or thesis online and it also exists as an identical print equivalent i.e. with the same format and pagination, it can be usually be referenced as the print version.

If it is e-only, you can make the standard reference template an electronic version by adding the material type in square brackets e.g. [Online] after the document title. If there is no specific document title you can place this after the document number (e.g. patent number)

At the end of the reference add: Available: URL. See below for an example of an online patent:

Ex:

[12] M.R. Brooks, "Musical toothbrush with adjustable neck and mirror," U.S Patent 326189 [Online], May 19, 1992. Available: http://goo.gl/VU1WEk

Websites

Note: Include as much of the key information as you can find for a given website. If a web page has no personal author, you can use a corporate author. Failing that, you can use either Anon. (for anonymous) or it is permissible to use the title of the site.

[Ref number] Author's initials. Authors Surname. (Year, Month. Day). Title of web page [Online]. Available: URL

Ex.

[13] BBC News. (2013, Nov. 11). Microwave signals turned into electrical power [Online]. Available: http://www.bbc.co.uk/news/technology-24897584

[14] M. Holland. (2002). Guide to citing internet sources [Online]. Available:

http://www.bournemouth.ac.uk/library/using/guide_to_citing_internet _sourc.html

vi. Plagiarism Certificate

- Plagiarism Certificate: - The certificate provided by the College

    with acceptable similarity index (<=25)

2 Report Preparation

The student shall submit a draft copy of the project report to the concerned **guide for the purpose of correction and approval**. Once the guide approves the draft copy with **signature** should also be attested with **signature of HOD** before taking final print of the project report.

3 PAGE DIMENSIONS AND MARGIN

The dimensions of the final report binding on the project report binding page should be 290mm x 205mm. Standard A4 size (297mm x 210mm) paper must be used for preparing the copies.

The final three copies of the project report (at the time of submission) should have the following page margins:

Top Margin:	30 mm
Bottom edge:	30 mm
Left side:	35 mm.
Right side:	25 mm

The project report should be prepared on good quality white paper, preferably not lower than 80 gms /Sq. Meter. Tables and figures should conform to the margin specifications. Large size figures should be photographically or otherwise reduced to the appropriate size before insertion.

4. SOFT BINDING SPECIFICATIONS (REPORT BINDING)

The binding color for the project report should be **half white color laminated sheet** with soft binding only.