APT 3065 -DOCUMENTATION GUIDELINES

* Always use Times New Roman
* Line spacing to be 1.5
* Justify align your entire document
* Every Chapter to begin on a Separate page
* Chapter title to be in Uppercase and Center aligned
* You will submit 2 documentation booklets

(Front Matter-Each on a Separate Page)

* + **Cover Page/Front Page i**
  + **Declaration ii**
  + **Acknowledgement iii**
  + **Dedication iv**
  + **Abstract v**
  + **Acronyms & Definition of Terms vii**
  + **Automated Table of Contents (TOC) viii**

CHAPTER 1 Starts from Page 1

–− 1.1 Introduction

–− 1.2 Background Information

–− 1.3 Emerging issues.

–− 1.4 Problem Statement (1 Page Maximum). Discuss briefly Gap identified, and

the solution implemented)

–− 1.5 Main Objective (1)

–− 1.6 Specific Objectives (4)

NB: In all Objectives Start with keywords eg To integrate, To enhance, To facilitate, to Streamline, To Develop, To address)

–− 1.8 Justification

CHAPTER 2: Literature Review

–− 2.1 Literature Review (Find out who has ever done such a system in Kenya, Africa, or the world at large. Discuss & identify the unique thing over those others). Discuss the merits and demerits of existing systems and the solution you are implementing and how it will enhance better service delivery and efficiency.

CHAPTER 3

–− 3.0 Methodology (Explain how you came up with the solution, what resources you used to design the project and explain the requirements/process)

–− 3.1 Preliminary Investigation

–− 3.2 Design Phase

CHAPTER 4: Implementation

–− 4.0 System Analysis & Design

–− 4.1 Context Diagram

–− 4.2 Data Flow Diagram (DFD)

–− 4 3 Entity Relationship (ER) Diagram

CHAPTER 5: Coding

–− 5.1 System Code (copy and past code with titles)

–− 5.2 Screenshot Images

CHAPTER 6: Conclusions & Recommendation

–− 6.0 Conclusions

–− 6.2 Recommendation

–− 6.3 References(numbered)

–− 6.4 Appendices