

# **Final Report Guidelines**

## **Principles of Database Management**

### **1. Course Project Overview**

The course project is a team-based academic task where students collaborate to create a research question, carry out a structured research project, and implement database management principles.

- Groups will be formed in the first session, with each consisting of **10 or 5 members**, depending on class size.
- Groups are encouraged to propose original topics supported by credible references.
- Plagiarism is strictly prohibited. Groups must ensure their work is independent and not copied from others.
- Each group must work on a unique topic, ensuring it does not overlap with other groups.

### **2. Final Report Requirements and Format**

#### **2.1 Report organization**

Your final report should be structured as follows:

Abstract: Summarize the project's core idea, objectives, and significance.

#### **Chapter 1: Introduction**

- System overview: Provide a high-level introduction to the system that has been developed or studied.
- Project goals: Clearly state the objectives and their relevance to database management principles.

- Techniques and tools used: Outline the software, frameworks, and tools employed.
- Scope and limitations: Define the project's boundaries and acknowledge constraints.
- Structure of the report: Provide a roadmap for the following chapters.

## **Chapter 2: Task Timeline & Division**

- Project timeline: Present a structured schedule of project milestones.
- Task allocation: Detail the roles and responsibilities of each team member.
- Contribution breakdown: Summarize how work was distributed among the group.

## **Chapter 3: Methodology**

### **Database Design**

- An Entity-Relationship Diagram (ERD) illustrates relationships between entities.
- Transformation to the Relational Model, ensuring clearly defined schemas.
- Table creation and normalization, ensuring at least the Third Normal Form (3NF).
- Data Collection and Insertion: Methods used to populate the database.
- Database Queries: Usage of Relational Algebra, Tree, and SQL queries for data retrieval.

### **Application/Website Structure (if applicable)**

- Project Architecture: High-level system structure.

- Class Structure: Object-oriented design principles used.
- Database Connection Implementation.
- Graphical User Interface (GUI) Design:
  - Layout and functionality.
  - Button and form implementation.

## **Chapter 4: Discussion & Implementation**

- Implementation Process: Explain how the methodologies were applied to build the system.
- Results & Analysis: Discuss how the project outcomes align with initial objectives.
- Challenges & Solutions: Document any obstacles and how they were overcome.

## **Chapter 5: Conclusion & Future Work**

- Summary of Key Findings: Highlight significant achievements and conclusions.
- Reflection on Objectives: Assess whether the project achieved its initial objectives.
- Implications: Discuss the project's significance in the context of database management.
- Future Work: Suggest potential improvements, optimizations, or research areas for further exploration.

## **2.2 Report Formatting Guidelines**

### **General Formatting**

- Maximum length: 60 pages (excluding references, appendices, and endnotes).
- Font: Times New Roman, 13-point size.
- Spacing: 1.5 lines.
- Margins:
  - Left: 2.5 cm
  - Top: 2 cm
  - Right: 1.5 cm
  - Bottom: 2.5 cm (adjusted for page numbering)

### **Title Page Requirements**

The title page must include:

1. Vietnam National University – HCMC, International University
2. Course Name & ID: *Principles of Database Management (IT079IU)*
3. Project Topic ID & Name
4. Group Information: (Names, Student IDs, Leader & Members)
5. Instructor's Name

## **2.3 Page Numbering**

- Title page: Counted as page i (but the number should not be printed).
- Preliminary pages: Numbered with Roman numerals (ii, iii, iv, etc.).
- The main content starts on page 1, using Arabic numerals (1, 2, 3, etc.).

## **2.4 Headings & Formatting Rules**

### **Major Division Headings (Chapters)**

- The first line of each chapter should start with "**CHAPTER X**" (uppercase, centered).
- The first line of text should appear three lines below the title (in lowercase, justified).

### **Subheadings**

- Follow a consistent hierarchical format.
- Do not start a new page unless the previous page does not allow at least two lines of text after the heading.

## **2.5 References & Citations**

### **In-Text Citations**

Use one of the following formats:

- Author-Year Style: (*Smith, 1990*)
- Numbered Citation: (*Smith [95]*)
- Refer to the provided file for guidelines on citing references correctly

### **Bibliography/List of References**

- Include all cited and consulted sources.
- 1.5 lines between references.

## **2.6 Appendices & Figures**

### **Appendices**

- If included, maintain consistent formatting and page numbering as the main text.

### **Tables & Figures**

- Place them within the text (not at the end of the report).

- Label them sequentially based on the chapter (e.g., Table 2.1, Figure 3.2).
- Ensure captions and legends are formatted consistently.

### **3. Sample Report Elements**

#### **Sample Title Page**

VIETNAM NATIONAL UNIVERSITY – HO CHI MINH CITY  
THE INTERNATIONAL UNIVERSITY  
SCHOOL OF COMPUTER SCIENCE AND ENGINEERING

PRINCIPLES OF DATABASE MANAGEMENT  
IT079IU  
FINAL REPORT

Topic: [Your Topic Name]

By Group [Group Number] – Member List:

- Nguyen A (ITxxxxxx) – Team Leader
- Tran B (ITxxxxxx) – Team Member
- ...

Instructor: [Instructor's Name]

#### **Sample Table of Contents**

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