***Specifications for Synopsis-Minor Project***

Following aspects must be adhered while compiling the synopsis

1. **Page Size**: Good quality white A4 size executive bond paper should be used for typing.
2. **Page Specifications**

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| --- | --- | --- |
| (i) | Left Margin | : 1.25 inch |
| (ii) | Right Margin | : 1.25 inch |
| (iii) | Top Margin | : 1 inch |
| (iv) | Bottom Margin | : 1 inch |

1. **Page Numbers:** All text pages starting from Body of the Project Report as well as programsource code listings should be numbered at the **bottom center** of the pages.
2. **Normal Body Text**
   1. **Font Size:** 12, Times New Roman, 1.5 Spacing, Single Side Writing.
   2. **Paragraphs Heading Font Size:** 12, Times New Roman, Underlined
   3. **Page/Title Font Size**: 14
3. **Table and Figure Number**: Table and figure numbers are to be written at the bottom ofthe table/ figure as given below:
   1. **Table No-1: Number of Employees in Organization ABC**
   2. **Figure No-1: Data Flow Diagram**
4. **Binding** 
   1. Spiral Binding
   2. Number of pages -15 to 20

(h) **Modules**

(i) Number of modules for Minor project should not be less than 4

**A SYNOPSIS ON**

TITLE OF PROJECT REPORT

*Submitted in partial fulfillment of the requirements*

*for the award of the degree of*

**BACHELOR OF COMPUTER APPLICATIONS**

*to*

**Guru Gobind Singh Indraprastha University, Delhi**

***Under the Guidance of*** Name of Faculty Guide Designation

***Submitted by***

Name of Student

BCA-V Sem

Enrollment No.



**Session 2019 – 2020**

**TRINITY INSTITUTE OF PROFESSIONAL STUDIES**

(Affiliated to Guru Gobind Singh Indraprastha University, Delhi)

Ranked “A+” Institution by SFRC, Govt. of NCT of India

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|  | Systems Design-ER diagram/DFD |  |
|  | Future Scope |  |
|  | Conclusion |  |
|  | References |  |

***Specifications for Body of the Project Report***

Please adhered to the following for compiling the minor project report

1. **Page Size**: Good quality white A4 size executive bond paper should be used for typing andduplication.
2. **Chapter/Para Numbering**: The chapters are to be numbered as Chapter-1, Chapter-2 etc. Theheading/title of the chapter is to appear below the chapter number in uppercase. Paragraphs are to be numbered as 1, 2, 3 etc. in every chapter separately. Sub-paras are to be numbered as 1.1, 1.2, 1.3----, 2.1, 2.2, and 2.3-----etc. Sub-sub paras are to be numbered as 1.11, 1.12, 1.13, 2.11, 2.12, 2.13 etc.
3. **Page Specifications**

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| (i) | Left Margin | : 1.25 inch |
| (ii) | Right Margin | : 1.25 inch |
| (iii) | Top Margin | : 1 inch |
| (iv) | Bottom Margin | : 1 inch |

1. **Page Numbers:** All text pages starting from Body of the Project Report as well as programsource code listings should be numbered at the **bottom center** of the pages.
2. **Normal Body Text**
   1. **Font Size:** 12, Times New Roman, 1.5 Spacing, Single Side Writing.
   2. **Paragraphs Heading Font Size:** 12, Times New Roman, Underlined
   3. **Page/Title Font Size**: 14
3. **Table and Figure Number: Table and figure numbers are to be written at the bottom of the table/** figure as given below:
   1. **Table No-1: Number of Employees in Organization ABC**
   2. **Figure No-1: Data Flow Diagram**
4. **Binding & Color Code of the Report**
   1. Hard Bound Report
   2. Background of the cover page - Black
   3. Color of Letters: Golden
   4. Number of modules – 4 to 5
   5. Number of pages – 120 to 150

**A MINOR PROJECT REPORT ON**

TITLE OF PROJECT REPORT

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***To Whom It May Concern***

1. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Enrolment No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_from BCA-V Sem of the Trinity Institute of Professional Studies, Delhi hereby declare that the Minor Project Report entitled\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is an original work and the same has not been submitted to any other Institute for the award of any other degree.**

**Date:** **Signature of the Student**

**Certified that the Project Report submitted in partial fulfillment of Bachelor of Computer Applications (BCA) to be awarded by G.G.S.I.P. University, Delhi by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Enrolment No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been completed under my guidance and is Satisfactory.**

**Date:**

**Signature of the Guide**

**Name of the Guide:**

**Designation:**

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1. **LIST OF ABBREVIATIONS**

|  |  |  |
| --- | --- | --- |
| **S No** | **Abbreviated Name** | **Full name** |
| 1 | CRM | Customer Relationship Management |
| 2 | EPS | Earnings Per Share. |