

GZSCCET, MRSPTU, BATHINDA

NOTICE

INSTRUCTIONS FOR TRAINING REPORT SUBMISSION BY B. TECH (CSE 5th, & 7thSEM) STUDENTS

All students (B.Tech. CSE 5th & 7thsem) are required to submit their training report as per date announced by HOD of CSE Deptt. The seminar and viva of the training report will be held on that particular date. Students are advised to follow a prescribed format for writing training reports given below:

1. The sequence in which the training report material should be arranged and bound should be as follows:

- i. Cover page (sample copy attached as annexure-A).
- ii. Title page (sample copy attached as annexure-B).
- iii. Certificate by company (if any)
- iv. Preface (sample copy attached as annexure-C)
- v. Acknowledgment (sample copy attached as annexure-D)
- vi. Candidate Declaration (sample copy attached as annexure-E)
- vii. Contents with title & subtitle, page no. (Breakup of sections according to explanation given below is advised).
- viii. List of Figures
- ix. List of Tables
- x. Notations/nomenclature (if any)
- xi. **Executive summary (with Chapters and sections)**
- xii. Appendix / Annexure/Data sheets(if any)

2. For text in the of the report, a proper format must be followed i.e.

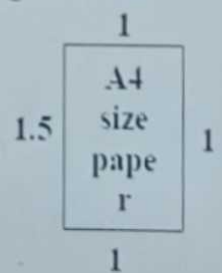
Chapter heading : **16 font-Times New Roman-Bold**
Section heading : **14 font-Times New Roman-Bold**
Rest of the text : **12 font-Times New Roman**
Line spacing : **1.5**

3. There should be **Separator sheets** between the chapters mentioning chapter no. and the title.

4. The report must consist of following **chapters**

- Chapter 1- Introduction
- Chapter 2- Project work (It can span in **two or three subchapters** depending on type & volume of work. This contains the text and related to hardware & software implementation. This section should follow the software engineering approach)

Page Margin :



M. P. S.
05/02/2022

- Chapter 3- Results and Discussion
 - Chapter 4 Conclusions and future scope
5. Numbering of pages up to List of tables should be in (ROMAN -8 font) and the text, beginning with the Introduction, or of Chapter 1, should be numbered consecutively with Arabic numerals. **Page numbers must be placed 1.5cm from the bottom center of each page.**
 6. Numbering of Tables, Figures and Illustrations must be done sequentially, including the Chapter number in which it is placed (for example, Figure 2.1, 3.2, etc).
 7. Captions for Figures, Tables and Illustrations must be placed at the bottom of each page and center aligned.
 8. Text should be properly adjusted, justified and aligned at required positions.
 9. One report per student needs to be submitted.
 10. **Cover of Hard bounded should be with Front Page black and with golden color font(If Instructed for final viva).**
 11. Students are advised to prepare a 8 min. power point presentation.
 12. A CD including soft copy of the report and power point presentation along with the project needs to be submitted as well at the time of external viva.
 13. Training viva will be awarded as per the following criterion
 - i. Timely submission of report in proper format -10%
 - ii. Project Description – 10%
 - iii. Practical Knowledge –30%
 - iv. Presentation -20%
 - v. Questions/viva -30%

Manpreet Kaur Sidhu
 Er. Manpreet Kaur Sidhu
 Training & Placement Incharge

Jyoti Rani
 Er. Jyoti Rani
 (HOD, CSE Deptt.)

(AnnexureA)*

(CoverPage)*

TRAINING REPORT

(16 Normal Arial)

On

(14 Arial)

NAME OF TOPIC

(20 Arial)

Submitted to MAHARAJA RANJIT SINGH PUNJAB TECHNICAL
UNIVERSITY in partial fulfillment of the requirement for the award of the
degree of

(14 Arial)

B.TECH

(18 Arial)

in

(14 Arial)

COMPUTER SCIENCE & ENGINEERING

(16 Arial)

Submitted By

NAME OF THE STUDENT

Roll.No. _____

(16 Arial)



DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

(14 Times New Roman)

GIANI ZAIL SINGH CAMPUS COLLEGE OF ENGINEERING &

TECHNOLOGY, MRSPTU, BATHINDA-151001

(1st letter 20, rest 14 Times New Roman)-Bold

DEC 2022

(AnnexureB)*

(TitlePage)*

TRAINING REPORT

(16 Normal Arial)

On

(14 Arial)

NAME OF TOPIC

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Submitted to MAHARAJA RANJIT SINGH PUNJAB TECHNICAL
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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

(14 Times New Roman)

**GANI ZAIL SINGH CAMPUS COLLEGE OF ENGINEERING &
TECHNOLOGY, MRSPTU, BATHINDA-151001**

(1st letter 20, rest 14 Times New Roman)-Bold

DEC 2022

(Annexure -C)*

PREFACE

Training is an integral part of B.Tech and each and every student has to undergo the training for _____ weeks in a company.

This record is concerned about our practical training during the _____ semester of our B.Tech. We have taken our Practical training in During this training, we got to learn many new things about the industry and the current requirements of companies. This training proved to be a milestone in our knowledge of present industry. Every say and every moment was an experience in itself, an experience which theoretical study can't provide.

(Annexure -D)*

ACKNOWLEDGEMENT

It is my pleasure to be indebted to various people, who directly or indirectly contributed in the development of this work and who influenced my thinking, behavior and acts during the course of study.

I express my sincere gratitude to *Er. Jyoti Rani* worthy HOD and *Er. Manpreet Kaur*, Department Training & Placement In-charge for providing me an opportunity to undergo summer training at.....

I am thankful to for his support, cooperation, and motivation provided to me during the training for constant inspiration, presence and blessings.

I also extend my sincere appreciation towho provided his valuable suggestions and precious time in accomplishing my training report.(if you want to thank someone else)

Lastly, I would like to thank the almighty and my parents for their moral support and my friends with whom I shared my day-to-day experience and received lots of suggestions that my quality of work.

Name of student

(Annexure –E)*

CANDIDATE'S DECLARATION

I,NAME....., Roll No., B.Tech (Semester- V / VII) of the **Gaini Zail Singh Campus College of Engineering & Technology, Maharaja Ranjit Singh Punjab Technical University, Bathinda** hereby declare that the Training Report entitled “.....TITLE.....” is an original work and data provided in the study is authentic to the best of my knowledge. This report has not been submitted to any other Institute for the award of any other degree.

Name of Student
(Roll No.....)

Place:

Date:

Text marked with a star(*) on the top of pages is only for information purpose, do not print it on actual pages.