**Formatting guidelines**

**Guidelines for Final year Project work Phase-2.**

**Intermediate and Final Report**

**TABLE OF CONTENTS** (Times New Roman18’’Bold)

* Table of content should be in the table which should include below given topic
* All the main headings should be Times New Roman 14’’ Bold, Uppercase
* All the sub headings should be Times New Roman 12’’ normal
* If fist table from chapter 1 then Table:1.1 Table name
* **Minimum of 30 pages of Report excluding Front sheet, cover page and Index**

**LIST OF FIGURES** (Times New Roman18’’Bold)

* All the main headings should be Times New Roman 14’’ Bold, Uppercase
* All the sub headings should be Times New Roman 16’’ normal
* If first figure has to be numbered from chapter 1 then Figure:1.1
* Eg, first figure from chapter 4 then Figure: 4.1

Front Sheet : Colorless with A4 size Spiral Binding

Font Style : Times New Roman,

Writeup font size : 12

Sub-Headings font size: 16

Main-Heading font size: 18 -Chapter Number and chapter title

Line spacing : 1.5 with justification

Header: Mention “Project Title” on the top right side and “Chapter Name” on the top left side of the page.

Footer: “Department Name”, BMSIT&M 2023-2024 on the bottom left side and “Page No.” on the bottom right side of the page.

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* No header, only footer should be present for chapter names i.e., cover page of each chapter.

Page Margins: Top - 0.75 inch

Bottom - 0.75 inch

Left - 1.25 inch

Right - 0.75 inch

* One report to be submitted to the department.