FORMAT OF PROJECT REPORT

1. **Paper Size:** A-4 size Paper (75 GSM)
2. **Margins:**
   - Top 1" (2.86cm)
   - Bottom : 1" (2.86cm)
   - Left :1.5"
   - Right :1"
3. **Line Spacing:** 1.5 line
4. **Title of Chapter**
   - **Font:** Times New Roman (Bold)
   - **Size :** 18 point
   - **Alignment :** Right Alignment
5. **Headings**
   - **First Order Heading:** (for example – **1. INTRODUCTION**)
   - **Font :** Times New Roman (Bold)
   - **Size :** 16 point
   - One blank line before the heading (12 points)
   - **Second Order Heading:** (for example – **1.1. Evolution**)
   - **Font:** Times New Roman (Bold)
   - **Size :** 15 point
   - One blank line before the heading (12 points)
   - **Third Order Heading:** (for example – **1.1.1. Image Processing**)
   - **Font :** Times New Roman (Bold)
   - **Size :** 14 point
   - One blank line before the heading (12 points)
6. **Text**
   - **Font :** Times New Roman
   - **Size :** 12 point
   - **Alignment :** Justified (Full Text)

Abstract (up to 150 Words)

Heading (i.e. ABSTRACT)
Font: Times New Roman (Bold)
Size: 14 point

Two blank lines after the heading. (12 points)

Remaining Text

Font: Times New Roman (*Italic*)

Size: 12 point
Alignment: Justified (Full Text)

Figures and Tables: Centered Placed

Caption (Below the figure/table)

Font: Times New Roman (*Italic Face*)

Size: 12 point
Alignment: Centered
Figure Caption must be bellow the figure and centered, Table caption must be above the table and centered.

References/Bibliography

Line Spacing: 1.5
Font: Times New Roman Size: 12
Publication details and/or URL
must be in Italics

Header: Name of the Project (Right Corner)

Footer: Page No. (Center Aligned) (Numbering of pages would start from chapter-1 , i.e…. 1,2 ,3) But for first 6 points such as declaration, Certificate, Abstract, Acknowledgements ,Table of Contents, List of Figures, List of Table (with Page No. in Romans i.e i, ii, iii, iv)

Separator: Before starting of each chapter. It does not contain Header and Footer

Note:

1. Project Report must be submitted in spiral binding duly signed by your respective guide.

Sequence of Pages to be followed as

- Title Page
- Declaration
- Project Approval Sheet
- Certificate
- Acknowledgements
- Abstract
- List of Figures
- Table of Contents (with page numbers)
- CHAPTER1
- CHAPTER2
- CHAPTER3
- CHAPTER4
- CHAPTER5
- CHAPTER6
- CHAPTER7

Minor Project Report

on

TITLE OF PROJECT

In partial fulfillment of requirements for the degree of

BACHELOR OF TECHNOLOGY

IN

INFORMATION TECHNOLOGY

Submitted by:

NAME OF THE STUDENT 1 [University Roll Number]

NAME OF THE STUDENT 2 [University Roll Number]

NAME OF THE STUDENT 3 [University Roll Number]

Under the guidance of

PROF. SUMIT NIGAM / PROF. GAURAV SHRIVASTAVA

DEPARTMENT OF INFORMATION TECHNOLOGY

SHRI VAISHNAV INSTITUTE OF INFORMATION TECHNOLOGY

SHRI VAISHNAV VIDYAPEETH VISHWAVIDYALAYA, INDORE

JAN - JUNE 2022

SHRI VAISHNAVINSTITUTE OF INFORMATION TECHNOLOGY, INDORE

DEPARTMENT OF INFORMATION TECHNOLOGY

DECLARATION

We here declare that the work which is being presented in the project entitled "**Project Title**" in partial fulfillment of the degree of **Bachelor of Technology in Information Technology** is an authentic record of our work carried out under the supervision and guidance of "Guide Name" **Asst**. Professor of Information Technology. The matter embodied in this project has not been submitted for the award of any other degree.

SHRI VAISHNAV INSTITUTE OF INFORMATION TECHNOLOGY, INDORE
DEPARTMENT OF INFORMATION TECHNOLOGY

PROJECT APPROVAL SHEEET

Following team has done the appropriate work related to the "**Project Title**" in partial fulfillment for the award of **Bachelor of Technology in Information Technology** of "SHRI VAISHNAV VIDYAPEETHVISHWAVIDYALAYA, INDORE"and is being submitted to SHRI VAISHNAV INSTITUTE OF INFORMATION TECHNOLOGY, INDORE.

Team:
1. Name of the student1
2. Name of the student2
3. Name of the student2

Internal Examiner **External Examiner**

Date

SHRI VAISHNAV INSTITUTE OF INFORMATION TECHNOLOGY, INDORE
DEPARTMENT OF INFORMATION TECHNOLOGY

CERTIFICATE

This is to certify that **Student Name-1, Student Name-2, Student Name-3,** working in a team have satisfactorily completed the project entitled "**PROJECT TITLE**" under my guidance in the partial fulfillment of the degree of **Bachelor of Technology in Information Technology** awarded by SHRI VAISHNAV VIDYAPEETHVISHWAVIDYALAYA,INDORE during the academic year Jan-June 2022.

Prof. Sumit Nigam /
Prof. Gaurav Shrivastava
Project Guide

Dr. JigyasuDubey
HOD-IT

ACKNOWLEDGMENT

We are grateful to a number of persons for their advice and support during the time of complete our project work. First and foremost our thanks goes to **Dr. Jigyasu Dubey** Head of the Department of Information Technology and **Prof. Sumit Nigam / Prof. Gaurav Shrivastava** the guide of our project for providing us valuable support and necessary help whenever required and also helping us explore new technologies by the help of their technical expertise. His direction, supervision and constructive criticism were indeed the source of inspiration for us.

We would also like to express our sincere gratitude towards our Director, **Dr. Anand Rajavat** for providing us valuable support.

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We would like to thanks our parents and family members, our classmates and our friends for their motivation and there valuable suggestion during the project. Last, but not the least, we thank all those people, who have helped us directly or indirectly in accomplishing this work. It has been a privilege to study at Shri Vaishnav Institute of Information Technology, Indore.

ABSTRACT

As per your project

LIST OF FIGURES

As per your project

LIST OF TABLE

As per your project

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Project Approval Sheet II

Certificate III

Acknowledgment IV

Abstract V

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EXPLANATION OF CONTENTS

Title Page

Students should follow the given format.

Declaration

Students should follow the given format.

Original Copy of the Approved Pro-forma of the Project Proposal

Students should follow the given format.

Certificate

Students should follow the given format.

Acknowledgements

This should express your gratitude to those who have helped you in the preparation of your project.

Abstract

This should be one/two short paragraphs (100-150 words total), summarizing the project work. It is important that this is not just a re-statement of the original project outline. A suggested flow is background, project aims and main achievements. From the abstract, a reader should be able to ascertain if the project is of interest to them and, it should present results of which they may wish to know more details.

Table of Figures: List of all Figures, Tables, Graphs, Charts etc. along with their page numbers in a table of figures.

Table of Contents: The table of contents gives the readers a view of the detailed structure of the report. You would need to provide section and subsection headings with associated pages. The formatting details of these sections and subsections you will find in unit 2 of this block.

CHAPTER 1 to CHAPTER 5 – Describe as per your project,

Limitations of the System: Explain the limitations you encountered during the testing of your software that you were not able to modify. List the criticisms you accepted during the demonstrations of your software.

Future Scope of the Project describes two things: firstly, new areas of investigation prompted by developments in this project, and secondly, parts of the current work that was not completed due to time constraints and/or problems encountered.

REFERENCES

It is very important that you acknowledge the work of others that you have used or adapted in your own work, or that provides the essential background or context to your project. The use of references is the standard way to do this. Please follow the given standard for the references for books, journals, and online material.