**(This page is only for reference and should not be included in any report)**

**Follow the given instructions while preparing the report:**

|  |  |  |
| --- | --- | --- |
| 1. | Font | Times New Roman. |
| 2 | Line spacing | 1.5". |
| 3. | Margins (left) | 1.5” |
| 4. | Remaining all margins | 1”. |
| 5. | Header Right corner | Academic Year |
| 6. | Header Left corner | Project Title |
| 7. | Footer: Right Corner | Page Number |
| 8. | Chapter Title (Heading 1) | Font size 18 and bold. |
| 9. | Section titles (Heading 2) | Font size 14 and bold |
| 10. | Subsection titles (Heading 3) | Font size 12 and bold Italic |
| 11. | Figure name (below the figures) | Times new roman , font size 10 |
| 12. | Table name (above the table) | Times new roman, font size 10 |
| 13. | Report contents | Font size 12 |

14. Appendix will include detailed information, lengthy derivations, raw

Experimental observations etc. presented in the separate appendices,

This shall be numbered in Roman Capitals (e.g. “Appendix IV”).

15. The report should be Hard Bound- Black Book

16. The report has to be signed by the respective mentors (Both Industry and Internal) before the final Presentation / examination.

17. Refer to the following table of contents for the format.

18. Page numbers in Table of Contents for List of Figures, List of Tables

and Abbreviations has to be in Roman numbers.

19. Page numbers from Introduction onward should be in decimal format.

1. Table caption **above** the table: Times new Roman 9.

For eg.

**Table 1.** Frequency parameters used for Global positioning system.

1. Figure Caption **below** the figure: Times new roman 9.

For eg.

**Figure 1.** Block diagram of Global positioning system.

1. Figure and table description should appear first in paragraphs before the figure or table appears.

For eg. Figure 1 represents block diagram of ………..

1. Front pages of report including Title page of report, certificate page, table of contents, abstract, motivation, declaration etc. should be roman numbered.
2. From Introduction numbering should be 1, 2, 3, ……
3. Introduction should be page no. 1 in report.
4. Abstract will represent complete detail about the project and discussions included in report related to project.
5. Every figure or table should be clear in view not directly copied from any internet source.
6. Company information should be very little and more focus should be on project work.
7. Try to get practical projects and not theoretical as that is covered in your subjects also.
8. All text should be justified. Ctrl + j.
9. Line spacing between paragraphs: one line spacing.
10. Table of contents should be comprising of all heading and subheadings with page number.
11. References should be numbered in square brackets like [1].
12. Include chapter’s starting with Introduction as chapter 1 and so on.
13. References should not be included as chapter.
14. For final presentation also **date and page no**. in slides should be there.

**Project Title**

**Report submitted in the partial fulfillment**

**Of**

##### Master of Business Administration-Technology Management

##### In

##### Electronics and Telecommunications Engineering

By

# Name (Roll No.)

Under the supervision of

## Name of Industry Mentor

(Designation, Organization)

## Name of Internal Mentor

(Designation, EXTC Department, MPSTME)

**SVKM’s NMIMS University**

(Deemed-to-be University)

****

**MUKESH PATEL SCHOOL OF TECHNOLOGY MANAGEMENT & ENGINEERING**

**Vile Parle (W), Mumbai-56**

**2019-20**

### CERTIFICATE

****

##### This is to certify that the project entitled “Title”, has been done by Mr. /Ms. Name under my guidance and supervision for Technical Internship Program as part of curriculum of Master of Business Administration-Technology Management in Electronics and Telecommunications engineering of MPSTME, SVKM’s NMIMS (Deemed-to-be University), Mumbai, India.

-----------------------

Name of Industry Mentor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Internal Mentor Examiner

**Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Place: Mumbai Dr. Manoj Sankhe**

**(H.O.D.EXTC)**

**Acknowledgement**

Student Name

MBA.Tech. (EXTC)

Roll No.

**ABSTRACT**

Approximately one page in which problem shall be defined and outline of proposed work in relation to title of the report shall be given (Times New Roman 12 with 1.5 spacing)

**Table of Contents**

**Topics Page**

**List of Figures i**

**List of Tables ii**

**Abbreviations iii**

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| **Chapter 1 Introduction** | | | | |
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| **1.2** |  | | |  |
| **Chapter 2 Literature survey (Optional)** | | | | |
| **2.1** |  | | |  |
| **2.2** |  | | |  |
| **2.3** |  | | |  |
| * 1. **Problem Statement** | | | | |
| **3.1** |  | | |  |
|  | **3.1.1** |  | |  |
|  |  | **3.1.1.1** |  |  |
| **Chapter 4 Methodology** | | | |  |
| **4.1** |  | | |  |
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| **Chapter 5 System Analysis** | | | |  |
| **5.1** |  | | |  |
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| **Chapter 7 Testing and Results** | | | |  |
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| **Appendix A: Soft Code Flowcharts** | | | |  |
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| List of the figures   |  |  |  | | --- | --- | --- | | **Fig. No.** | **Name of the figure** | **Page No.** | |  |  |  | |  |  |  |   List of tables   |  |  |  | | --- | --- | --- | | **Table No.** | **Name of the Table** | **Page No.** | |  |  |  | |  |  |  |   Abbreviations   |  |  |  | | --- | --- | --- | | **Abbreviations** | **Full Form** | **Page No.** | |  |  |  | |  |  |  |   **Note: Each table is on separate page.** | | | |  |

**Chapter 1**

**Introduction**

**Introduction** (of the project, and the flow of different chapters)

* 1. **Introduction of the Industry**
  2. **Background of the project topic**
  3. **Motivation and scope of the report (in paragraph form)**
  4. **Salient contribution (in point form)**
  5. **Organization of report**

**Chapter 2**

**Literature survey**

Discussion and comparison of literature survey.

* 1. **Introduction to overall topic (generate background for literature survey with reference to minimum 15 references)**
  2. **Exhaustive literature survey of two to three important aspects related to final topic preferably starting from reference 1 to 15 serially. Literature survey should lead finally to definition of problem statement**
  3. **Scope for contribution vis a vis existing literature**

**Chapter 3**

**Problem Statement**

**Chapter 4**

**Methodology**

**Chapter 5**

**System Analysis**

**Chapter 6**

**Software Description**

**Chapter 7**

**Testing and Results**

This shall include a thorough evaluation and investigation carried out. It should also bring out your contributions from the study. The discussion shall logically lead to inferences and conclusions as well as scope for possible further future work.

**Chapter 8**

**Advantages, Limitations and Applications**

**Chapter 9**

**Conclusion and Future Scope**

* This will be the final chapter of the report.
* A brief report of the work carried out, conclusions derived from logical analysis presented in the Results and Discussions chapter.
* Scope for future work should be stated lucidly in the last part of the chapter.

**References**

* Number all the references.
* Use a chronological bibliography.
* Each listed reference in the bibliography must be cited in the text of the report.
* For a book give the name(s) of author(s), title of book, edition, chapter number, and page numbers, publisher, location and year of publication.
* Example:

[25] Jones, C.D., A.B. Smith, and E.F. Roberts, *Efficient Real-Time Fine-Grained Concurrency*, 2nd Ed., Ch. 3, pp. 145-7, Tata McGraw-Hill, New Delhi, 1994.

* For a journal/conference paper, give the name(s) of authors, title of paper, name of journal/ conference, volume and issue number (for journal), page numbers, and month and year of publication.
* Example:

[23] Prasad, A.B., Kumar, C.D., Jones, E.F., and Frost, P.: “Cable Television Broadband Architectures”, *IEEE Comm. Magazine*, vol. 39, pp. 134-141, June 1991.

**Appendix A: Soft Code Flowcharts**

**Appendix B: Data Sheets**