

Project Report Formatting Guidelines

(1) **Report Size:** Limit your Final Project report to preferably 80-100 pages

(2) **Header:**

- Project Title, right aligned(Ctrl+R)
- All header should be in *Times New Roman, 12 pt, unbold, italic*

(3) **Footer:** The footer includes below text.

- *Dept. of CSE* ; should be left justified and italic, (Ctrl+L)
- *TKIET, Warananagar* ; should be center aligned and italic, (Ctrl+E)
- *Page No.* ; should be right aligned and italic. (Ctrl+R)
- All footer should be in *Times New Roman, 12 pt, unbold, italic*.

(4) Start numbering from Chapter 1, Introduction

(5) All text should be justified properly (Ctrl+J)

(6) **Margins :** Mirrored

- **Top :** 1 inch
- **Bottom :** 1 inch
- **Inside :** 1.25 inch
- **Outside :** 1 inch

(7) **Paper Size:**

- A4 Size,
- Royal Executive Bond paper.

(8) **Line Spacing :** 1.5 lines

(9) **Title of Chapter**

- **Font :** Times New Roman
- **Size :** 16pt
- **Alignment :** right aligned (Ctrl+R)

(10) **All Topics Heading**

- **First order heading (e.g. Chapter 1, Introduction)**
 - **Font :** Times New Roman (Bold face)
 - **Size :** 16 pt
- **Second order heading (e.g. 1.1 Introduction to IoT)**
 - **Font :** Times New Roman (Bold face)
 - **Size :** 14 pt
- **Third order heading (1.1.1 Definition of IoT)**
 - **Font :** Times New Roman (Bold face)
 - **Size :** 12 pt

(11) **All Text**

- **Font :** Times New Roman
- **Size :** 12 pt

(12) **Figures and Tables**

- **Figure :** Caption is needed below the figure
- **Table :** Caption is needed above the table
- **Font :** Times New Roman (Normal face)
- **Size :** 12
- **Figure/Table/Image/Caption Alignment :** Center

(13) **References :**

- **Book Reference**
 - Author name(s), Book Title, Publisher, Copyright Year, page nos. if any.
- **Journal/Magazine/Periodical Reference**
 - Author name(s), paper name, Journal/ Magazine/ Periodical name, issue no., page nos
- **Web Resource Reference**
 - Complete URL including File name
<http://www.abc.com/pqr/sample.pdf>