## MCA Project Guidelines:

Every Student has to do the project work as the part of the curriculum in their semester.

Every student is required to carry out Project work under the supervision of a project Guide allotted to them.

The student should be under continuous assessment of the project guide.

The student is required to present the progress of the Project work during the semester as per the schedule provided by the department.

The students who were willing to do their project in any Company/Industry, they are required to submit the letter given by the concerned Company/Industry and should be under continuous assessment of the guide allotted to them in the Company/Industry and also the internal guide allotted to them in the department.

All the students should strictly follow the attendance maintained by their respective guides.

**ORGANIZATION OF PROJECT REPORT**

1. Intro

2. Problem statement /Abstract

3. Objective

4. Hypothesis

5. Methodology/ Project Plan

6. Feasibility study

7. Functional requirements

8. Non functional requirements

9. Software requirements

10. Hardware requirements

11. Dfd diagram

12. ER diagram

13. Use case diagram/ class diagram

14. Class diagram

15. Database tables

16. Testing

17. Limitations

18. Future scope

19. Conclusion

20. References

**Formatting guidelines for Project report**

1. Page No’s should be at bottom of page in the centre, font “Times New Roman” and font size 11.
2. All the Page Headings font is Times New Roman, font size 16 Bold.
3. Side Headings font is Times New Roman, font size 14
4. Side Sub-Headings font is Times New Roman, font size 12
5. Anybody text content is font Times New Roman, font size 11 and Paragraph spacing is 1.5

## Guidelines on the Preparation of MCA Project Report

#### OBJECTIVE

A Project Report is a documentation of student’s project work—a record of the original work done by the student.Itprovidesinformationonthestudent’sresearchworktothefutureresearchers.TheDept.is committedtopreserveapropercopyofthestudent’sreportforarchivingandcatalogingitinthe Departmental Library, making it available to others for academic purpose. Standardization, readability ,conformance to ethical norms, and durability are the four overriding criteria for an acceptable form of a report. The objective of this document is to provide a set of guidelines that help a computer science student to prepare the report to satisfy the above-mentioned criteria.

#### FEATURES

1. The final copy of the report has to contain all the modifications/corrections made by the internalguideandistobesubmittedbeforethestudentsuccessfullydefendstheprojectin the viva voce examination.
2. The report has to contain an appropriate *copyright notice*.
3. Thereporthastoincludea*declaration*bythestudenttotheeffectthathe/shehas not resorted to any unethical practice while carrying out the research work and preparing the report.
4. The *contribution* of the student must be explicit in the Introduction chapter of the report.

#### FORMAT

After the text of the report is written, it is to be formatted in an appropriate manner for printing. The following guidelines are provided to format the report for easy readability.

##### Font

The preferred font size of the text is 12 point, but in no case should it be less than 11-point.The minimum font size of materials within a table or a figure can be 8 point, however The preferred font type is Times New Roman.

##### Margins

A margin of 3.75cm(1½inch)is to be given on the bindinged ge while on the other side sitis to be 2.5 cm (1 inch). The text of the report, including headings, figures, tables, and notes, but excluding page numbers, must be accommodated with in the page area.

##### Line Spacing

The line spacing in the main text must be between one-and-a-half and two single line spacing should be given for quotations, abstract, declaration, report approval, figure captions, table titles, figurelegends,footnotes,andreferences.Equations,tables,figures,andquotationsshouldbeset off from the main text with adequate space (not less than the normal line spacing adopted for the main text). Two consecutive paragraphs should be separated by a spacing which must be larger than the line spacing adopted for the text.

#### THEPREFATORYMATERIALS

##### Title

1.Thetitleshouldremain sameas thatgiven inthe Abstract.

##### CoverPage

1. Coverpageshouldcontainthetitleandthenameofthecandidate. See Sample Page 1 for details.

##### TitlePage (FirstInner Page)

The title page (first inner page) should be similar to the cover page but should contain a few additional items. This page will not only bear the title of the project and the candidate’s name, butalsothenameofthedegreeforwhichthereportissubmitted, thenameofthecollege,month and year of submission of the report, and the copyright notice.

##### DeclarationbytheStudents

The student has to give a declaration to the effect that the data used for the work, the work depicted in the project, and the written material contained in the report are not copied fromothersandthatduepermissionhasbeentakenfrom,andduecredithas beengivento,thesources whenever they are used. See Sample Page 4 for details.

##### Acknowledgements

Itshouldbelimited,preferably,toonepage.(**Optional) Contents**

Chapternumbers,chapternames,sectionnumbers,sectionheadings,subsectionnumbers,and

subsectionheadings,alongwiththecorrespondingpagenumbers, shouldbegiveninthe Contents.See Sample Page 4 for details.

##### List ofSymbols

Allthesymbolsusedinthereportaretobegivenherealongwiththeirexplanations andunitsof measurement (if applicable).

##### Abstract

1. Theabstract ofthereport shouldbe limitedto200-300 words.
2. Alist ofkeywords shouldfollow theabstract.

#### BODY OFTHE REPORT

* 1. The report should be written in either British or American English, not a mixed mode. However, because of increasing acceptance of both styles and blurring of the distinction between the two, what is important is that consistency should be maintained all throughout the text.
  2. ThechaptersshouldhavenumbersinArabicnumeralsandshouldbewrittenasChapter 1, Chapter 2, etc. This should be followed by the title of the chapter (e.g. Introduction, etc.). The font size should be 14-point, bold for the titles.
  3. Figures,tables,graphsshouldbepositionedwithinthebodyofthetext immediatelyafter citation and should not be positioned separately.

##### References

1. IEEEstyletobefollowed.
2. Irrespectiveofthestyleadopted,thereferencedetailsmustincludethetitleofthe source.

##### Appendices

1. EachappendixshouldbeidentifiedasAppendixA,AppendixB,etc.
2. Itshouldalso haveatitle
3. Theappendices and their titles should belisted inthe Contents.
4. Section and sub-section headings, equations, figures, and tables should be identifiedasA.1,A.2,etc.,inaccordancewiththeirappearanceinanappendix.