**Guidelines for Report Formatting:**

Project reports should be typed neatly only on one side of the paper with 1.5 or double line sspacing on a A4 size bond paper (210 x 297 mm). The margins should be: Left 3 cm, Right 2 cm, Top 2.5 cm and Bottom 2.5 cm.

**Font:** Times new roman. The chapter must be left or right justified (font size 16). Followed by the title of chapter should be aligned center (font size 18), section/subsection numbers along with their headings must be left justified with section number and its heading in font size 16 and subsection and its heading in font size 14. The body or the text of the report should have font size 12.

The figures and tables must be numbered chapter wise

for e.g.: Fig. 2.1 Block diagram of a serial binary adder,

Table 3.1 Primitive flow table, etc.

The section on references should list them in serial order in the following format. ***For reference textbooks*** –

A.V. Oppenheim and R.W. Schafer, Digital Signal Processing, Englewood, N.J., Prentice Hall, 3 Edition, 1975.

***For reference papers*** –

Devid, Insulation design to combat pollution problem, Proc of IEEE, PAS, Vol 71, Aug 1981, pp 1901-1907.

Only SI units are to be used in the report. Important equations must be numbered in decimal form for e.g.

V = IZ ………. (3.2)

All equation numbers should be right justified.

**Note: guidelines section stated above is only for the student’s reference to prepare the report, it should not be present (added) in the report.**

**Page number present in the footer should be continuous (cumulative). The pages which have section title should not include page number it should be as it is in this document.**