

			Project report Preparation Guidelines	
	Description	No. of pages	Guidelines	Dos and Don'ts
	Cover Page	1	1. The students are asked to finalize the batch and prepare the document 2. In the cover page, title page, bonafide, and declaration pages of an individual student's copy and department copy, the concerned student's name is to be represented as the first name. 3. In the cover page, title page, bonafide, and declaration pages of an individual student's copy and department copy, the department name is the department of the first-named student.	The Cover Page to be prepared as per format shared in the link (Font Size, Alignment & Line Spacing)
	Inner Title Page (Same as cover page)	1	Same as cover page	The Inner Title Page to be prepared as per format shared in the link (Strictly follow the given Font Size, Alignment & Line Spacing)
	Bonafide Certificate	1	1. Name & Signature of the HoD to be the HoD of the Respective Student in the Individual Student Copy	1. The Bonafide Page to be prepared as per format shared in the link (Strictly follow the given Font Size, Alignment & Line Spacing) 2. The Name , Designation & Department of the Supervisor and HoD to be mentioned correctly
	Bonafide Certificate from Industry (If applicable)	1	1. The Certificate is to be in the Letter Head of the Industry 2. It should be duly Signed and Sealed by Respective Industry Authority 3. The Name of the Student with Roll No. to be mentioned clearly in the certificate.	The Name , Designation & Department of the External Guide /Industry Authority be mentioned correctly
	Declaration	1	1. The Student Name 1 - Should be the First Name Mentioned in the Cover Page 2. The Department Name should be the Department of the Respective Student	1. The Bonafide Page to be prepared as per format shared in the link (Strictly follow the given Font Size, Alignment & Line Spacing) 2. The Name & Register Number of the Students be mentioned correctly
	Acknowledgement	1	In case of External Industry Projects - Both Internal and External Industry Project Guide Name to be mentioned	1. The Acknowledgement Page to be prepared as per format shared in the link (Strictly follow the given Font Size, Alignment & Line Spacing)
	Abstract	Min 1 - Max 2	Contents to be present in the Abstract: (i) Background / Introduction & Need of the study Start with a brief, 2 to 3 lines , introduction to the research area. and Need of the study as already existing technology shortfall and need of the current research -1 to 2 lines (ii) Aim / Objectives & Methods Clearly provide the Problem Statement - 2 to 3 lines and Methods, which Include important information about the methodology and information about data/samples/subjects with 2 to 3 lines (iii) Results and discussion with Conclusions Results should be briefly give the key findings of the work, that Include only key numerical results- 2 to 3 lines and Discussion to Interpret the results and its inferences – 1 to 2 lines. Summarize key findings and its outcome with 2 to 3 lines (iv) Keywords Minimum 4 to 6 key words relevant to the project work should be given Totally : 250 to 300 words	Dos : Complete — it covers the major parts of the project. Concise — it contains no excess wordiness or unnecessary information. Clear — it is readable, well organized, and not too jargon-laden. Cohesive — it flows smoothly between the parts Don'ts : Avoid abbreviations, avoid present and future tense verbs,
	Table of Contents	Min 2 - Max 4		
	List of Tables	Min 1 - Max 2		
	List of Figures	Min 1 - Max 2		
	Abbreviations and Nomenclature(If any)	Min 1 - Max 2		

Chapters 1 - Introduction	Min 4 - Max 7	Contents to be present in the Introduction chapter: Brief introduction about the work without section numbering. 1.1 Background of the work 1.2 Motivation (scope of the proposed work,) Should summarize the challenges and the details of the proposed solution without section numbering	Don'ts: 1. Don't include Literature surveys into the introduction 2. Don't elaborate about domain as full content 3. Don't include results as a part of Introduction
Chapters 2 - Literature Survey	Min 3 - Max 5	Contents to be present in the Literature Survey chapter: Brief introduction about the survey carried out without section numbering. ** Existing works for the proposed problem statement need to be explained with separate section numbering as and when required ** Recent years literatures have to be used (preferably Last five years) ** Constructive criticism and gap identification shall be written clearly ** Should summarize the challenges and the details of the proposed solution without section numbering. summary of gap identification and problem identification (i.e problem statement) shall be clearly defined. ** Every survey from a particular source must be cited with references in any one of the following formats: 1 author - Bedford, 2017 (Name of the author, year of publication) 2 authors - Bedford & Caulfield, 2012 (Name of the authors, year of publication) 3+ authors - Davis et al., 2015 (Name of the first author followed by et al., year of publication)	Don'ts 1. Don't include surveys without citations. 2. Follow any one of the citation format in the report. 3. The content of literature survey must be written in own words and should not be copied as such from the internet.
Chapters 3 - Objectives and Methodology	Min 15 - Max 20	Contents to be present in the Work chapter: Brief introduction about this chapter without section numbering. 3.1. Objectives of the proposed work (Based on the findings from Literature survey objectives to be stated clearly) ** (Ex. If 3 students are in a batch - minimum 3 objectives should be stated and individual contribution should be based on the objectives) 3.2 Synthetic procedure/flow diagram of the proposed work (brief explanation of each block in flow diagram should be present) 3.3. Describe the selection of components or tools/data collection/ techniques/procedures/testing methods/standards Should summarize the contents of this chapter without section numbering ** Follow the below citation procedure inside the contents whenever required: 1 author - Bedford, 2017 (Name of the author, year of publication) 2 authors - Bedford & Caulfield, 2012 (Name of the authors, year of publication) 3+ authors - Davis et al., 2015 (Name of the first author followed by et al., year of publication)	Do's: Specific introduction related to methodology should be given. Don'ts: General introduction should be avoided.
Chapters 4 - Proposed work modules (Chapter name can be based on the work)		Contents to be present in this chapter: Brief introduction about this chapter without section numbering. 4.1./5.1/6.1.. Proposed work (Subheadings can be based on the work) 4.2./5.2/6.2.. Methodology of the proposed work (detailed explanation of the proposed work with methodology and findings. Should summarize the contents of this chapter without section numbering ** Follow the below citation procedure inside the contents whenever required: 1 author - Bedford, 2017 (Name of the author, year of publication) 2 authors - Bedford & Caulfield, 2012 (Name of the authors, year of publication) 3+ authors - Davis et al., 2015 (Name of the first author followed by et al., year of publication)	

Chapter 5 - Results and Discussion	Min 5 - Max 10	<p>Contents to be present in Results and Discussion chapter: Brief introduction about the findings without section numbering. 7.1 Results ** Arrange the results (pictures, graphs, tables) as per the methodology followed ** Discussion of important findings (results) in simple to complex order with numbering ** Comparison of results with other related published works 7.2 Significance, Strengths and Limitations of the proposed work. Should summarize the contents of this chapter without section numbering 7.3 Cost benefit analysis</p> <p>** Follow the below citation procedure inside the contents whenever required:</p> <p>1 author - Bedford, 2017 (Name of the author, year of publication) 2 authors - Bedford & Caulfield, 2012 (Name of the authors, year of publication) 3+ authors - Davis et al., 2015 (Name of the first author followed by et al., year of publication)</p>	<p>Do's:</p> <ol style="list-style-type: none"> 1. Represent the results clearly and precisely 2. Provide solid evidences and sufficient supporting arguments to reinforce your findings <p>Don'ts</p> <ol style="list-style-type: none"> 1. Do not misrepresent the results 2. Don't include anything that lead to any new conclusion about your work. 3. Don't reveal any incomplete datas 4. Don't make too many generalizations.
Chapters 6 - Conclusions & Suggestions for Future work	Min 1 - Max 2	<p>Contents to be present in Conclusions chapter: Brief introduction about the findings without section numbering.</p> <p>8.1 Conclusion (Consolidated report of the proposed work and its findings with statistics) 8.2 Suggestions for Future Work (The possibility of extending the work in future stating the points which are not considered now and they are essential for fine tuning the work)</p> <p>Should summarize the contents of this chapter without section numbering</p>	<p>Do's</p> <ol style="list-style-type: none"> 1. Honestly expose the factors which are not considered however it can affect the results <p>Don'ts</p> <ol style="list-style-type: none"> 1. Don't repeat the sentences in Introduction 2. Don't give too many technical information here 3. Don't state the finding with high degree of confirmation
References	Min 2 - Max 4	<ol style="list-style-type: none"> 1. Number all the references. 2. Use a chronological bibliography. 3. Each listed reference in the bibliography must be cited in the text of the report. 4. 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. <p>Structure:</p> <p>Author Last name, First initial. Middle initial. (Year Published). Title of article. Title of Periodical, Volume (Issue), page range. https://doi.org/xxxx or URL</p> <p>Example:</p> <p>[1] Burnell, K. J., Coleman, P. G., & Hunt, N. (2010). Coping with traumatic memories: Second World War veterans' experiences of social support in relation to the narrative coherence of war memories. Ageing and Society, 30(1), 57-78. https://doi.org/10.1017/S0144686X0999016X</p> <p>** Every report should have a maximum of 15-20 references. ** APA format is preferable format for references. ** Include more Journal,book and conference references rather than website link references.</p>	<p>Don'ts</p> <p>Don't include references which are not used in any chapter of your report.</p>
Appendices	Min 45 - Max 75	<p>I Bill of Materials II Coding (If applicable) III Standard tables/graphs that are not mentioned in the report IV Publication Certificate (Online Conference Presentation Certificate Proofs will not be accepted) V Publication Proof (First page of Journal publication/ conference publication) VI Work Contribution VII Plagiarism Report (Student name and title of the project should present in the plag report)</p>	

General Instructions		All table Nos. and Figure Nos. should be cited in the report	
		Pictures from the internet should be avoided (If necessary add in the chapter 1 or 2)	
		Redundant pictures should be avoided	