

ORDER OF SECTIONS OF THE REPORT

The contents of the report are ordered according to the following sections:

TITLE PAGE
ABSTRACT
DECLARATION
ACKNOWLEDGEMENT
TABLE OF CONTENTS
LIST OF TABLES
LIST OF FIGURES
BODY OF THE REPORT
REFERENCES
APPENDICES (if any)

Front Page – Cover page

This page must contain University name, project title, student name and ID, Supervisor's name, department name and year submitted.

Page i – Title page

This page contains project title, student's name, supervisor's name,

Page ii – Abstract

This page contains the synopsis of the report. Its length is normally between 150 and 250 words (**should not be more than one page**). It must contain the following information:

- (i) The aims and objectives of the research project
- (ii) New findings such as improved solutions, invention, new theory, interpretation or accurate reevaluation of old ideas or concepts.

Somebody unfamiliar with your project should have a good idea of what it's about having read the abstract alone and will know whether it will be of interest to them.

Page iii – Declaration of Submission of Report

This page contains the signed declaration from the student on the authenticity of the report. It must be typed at the center of the body of a new page immediately after the title page. The wordings of the declaration should conform to the required standard format.

Page iv– Acknowledgments

Any form of special professional assistance that is extended or granted by an individual or organization in the preparation of the report is recorded on this page. It should not exceed one (1) page and must be typed at the centre of the page.

Page v-Table of Contents

This page serves as a guide to the contents of the text. Every heading and subheading within the text should be listed verbatim in the Table of Contents.

Page vi – List of Tables

Page Vii– List of Figures

This list includes diagrams, graphs, maps, photographs, and others.

List of Appendices

All appendices of the report must be lettered consecutively and must be quoted in the body of the text. All appendices to be kept at the end of the report in order. Sample as given below:

References

All references used in carrying out the project and in producing the report must be numbered in square bracket, for example, [4]. References are generally grouped under the following categories:

ABSTRACT

**(Summarization of your Report, discuss in brief each section
and the information provided in that section)**

DECLARATION

I hereby declare that the work has been done by myself to fulfill the requirement of the BS (Software Engineering) and no portion of the work contained in this report has been submitted in support of any application for any other degree or qualification of this or any other university or institute of learning.

I hereby further declare that in the event of any infringement of the provision of the Act whether knowingly or unknowingly the university shall not be liable for the same in any manner whatsoever and undertake to indemnify and keep the university indemnified against all such claims and actions.

< student's signature>

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ACKNOWLEDGEMENT

(Comments: Use the below layout and write your own acknowledgment. Remove the comments in original. This is just a sample. Make sure to acknowledge in same order as given)

First, we thank Almighty Allah who praise us with the ability to think, work and deliver what we are assigned to do. Secondly, we must be grateful to our internal Mr./Ms _____ who helps us in this project. We also acknowledge our teachers that throughout our studies helps us and guides us, departmental staff, university staff or other then this.

LIST OF ACRONYMS (optional)
(List of all the acronyms used the report)

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CHAPTER 1

INTRODUCTION

1.1 <SUB TITLE 1 in CAPITAL, BOLD>

Content must be written in size 12 and justified. Only title should be written in **bold** and UPPERCASE.

1.1.1 <Sub Sub Title in Capitalized Each First Word, BOLD>

Description.



Figure 1.1: <caption>

1.2 <SUB TITLE 2>

Gap between sub titles is 2 lines space. Each paragraph in 1.5 line spacing.

Table I

Table Head	Table Column Head		
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1.3 <SUB TITLE 3>

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Figure 1.2: <caption>

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REFERENCE

- [1] Author, A. A., & Author, B. B. (Date of publication). Title of article. *Title of Online Periodical*, volume number(issue number if available). Retrieved from <http://www.someaddress.com/full/url/>
- [2] Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Location: Publisher.
- [3] De Huff, E.W. *Taytay's tales: Traditional Pueblo Indian tales*. Retrieved from <http://digital.library.upenn.edu/women/dehuff/taytay/taytay.html>

Notes:

You must give references to all the information that you obtain from books, papers in journals, and other sources. References may be made in the main text using index numbers in brackets. The information you give in this list must be enough for readers to find the books and papers in a library or internet. Every reference in your main text must appear in the list at the end of your paper, and every reference in the list must be mentioned in your main text.

For a journal paper give: (refer no 1)

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3. the title of the paper,
4. the title of the journal,
5. the URL

For a book give: (refer no 2)

1. the author,
2. the year of publication,
3. the title, and the edition number if there is one,
4. the name of the publisher,

For an internet reference give: (refer no 3)

1. the author of the web page,
2. the date of the web page,
3. the title of the web page,
4. the complete URL.

Appendix A
Questionnaire used for the survey (if any)

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