

INSTRUCTIONS FOR PROJECT

1. Initiation of Project Discussion:

- Project discussion should commence on the very first day of the Seventh semester.

2. Project Specifications:

- All projects are to be individual and must be innovative in-house projects.

3. External Project Approval:

- Learners with projects from reputed companies must submit company profiles and project details to the Project Coordinator for approval.

4. Project Proposal Submission:

- Learners must select the major area of the project, identify issues, and submit the proposal to the Project coordinator using the following format:

Reg Number: 2122..... Date: / /2024 Major Area of the Project: List of Issues
Identified: 1. Issue 1 2. Issue 2 ...

5. Supervision and Mentorship:

- Projects will be guided by respective mentors (supervisors).
- Learners requiring joint supervision must obtain approval from the Dean.

6. Project Reviews:

- There will be three reviews (Review1, Review2, and Review3) for all projects.
- Internal marks will be calculated based on grades from each review.
- Project progress will be reviewed and graded separately by the Project Coordinator (review team) and Supervisor for each review.
- Project document submission and grading will occur via Moodle workshop activity.
- The review report and presentation, in the prescribed format, should be prepared in advance, presented to the supervisor for corrections, and then submitted in Moodle for review and grading.
- After submission in Moodle, learners must appear for review before the project coordinator (Review team).
- If the presentation is unsatisfactory to the project coordinator, the review process will be rescheduled, and learners must resubmit and present the project for approval.

Roles:

1. Supervisor:

- Guides learners in selecting titles and conceptualization.
- Supports learners in proper project implementation.
- Assists in the preparation of the project report.
- Supports learners in preparing and publishing at least one article in reputed conferences/journals as an outcome of the project.

2. Project Coordinator (Review Team):

- Ensures adherence to project timelines.
- Verifies that all project artifacts comply with templates.

- Reviews project implementation against defined scope; final decision in case of conflicts lies with the supervisor.