A **seminar** is a meeting or class that is usually held for a group of people with a specific interest or

profession. Seminars can be educational or informative, and they often involve **presentations**,

**discussions**, and **debates** on a *particular topic*. They can be conducted in-person or online, and they

may be organized by *universities, businesses, or other organizations.*

Seminars can provide a valuable opportunity to learn new information, network with others in your

field, and expand your knowledge and skills.

A seminar on current trends in information technology is a forum where professionals, researchers,

and students gather to discuss the latest advancements and emerging issues in the field of

information technology. The seminar on current trends in information technology may cover a wide

range of topics, including but not limited to:

1. Cloud Computing

2. Data Science and Big Data Analytics

1The aim of this seminar is to provide insights into the latest developments in the field, share

knowledge and experience, and facilitate discussions on the challenges and opportunities of the

current trends in information technology.

ASSIGNMENT

Based on the selection of **two** topics from the above list of current trends in IT, write a seminar

report that having the following contents:

1. Cover page

2. Tables of contents

3. List of figures and list of tables (if any)

4. Introduction or Overview of the topic

5. How that technology was developed and who are contributors (who developed it)

6. How it works

7. Advantages or Disadvantages

8. Areas of Applications

9. Summary/Conclusion

10. References

FORMAT OF SEMINAR REPORT

1. **Margins**:

Top: 1” (1 inch = 2.54cm) Bottom: 1.15” (2.86cm) Left : 1.5” Right : 0.6”

2. **Line Spacing**: 1.5 line

3. **Headings** (Main topics)

• **First Order Heading**: (For example – 1. INTRODUCTION)

*Font: Times New Roman (Bold Face)*

*Size: 16-point One blank line before the heading (12 points)*

• **Second Order Heading:** (For example – 1.1. Background)

*Font: Times New Roman (Bold Face)*

*Size: 14-point One blank line before the heading (12 points)*

• **Third Order Heading:** (for example – 1.1.1. Data Mining

*Font: Times New Roman (Bold Face)*

*Size: 12*

4. **Text**

• **Font**: Times New Roman

• **Size**: 12 points

• \* **No indent** should be applied to first line of first paragraph under any Heading /

Sub-Heading

• **Alignment**: Justified (Full Text)

5. **Figures and Tables:**

• Placed Centered

• **Figure** or **table** caption (titles)

o **Font**: Garamond (Bold)

o **Size**: 10 points

o **Alignment**: Centered

o Figure Caption must be below the figure and centered, Table caption must

be above the table and centered.

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**7. Page Numbering**

**• Cover page**: Has no page number

**• Tables of contents,** list of figures and list of tables: Roman (i, ii, iii…) (**Centered**)

**•** For Remaining Pages (i.e., from Introduction -to- References): 1, 2, …N (**Right hand**

**side**)

**8. References**

• Line Spacing: 1.5 Line Font: Times New Roman Size: 12 points

• Publication details and/or URL must be in Italics.

**9. Header:**

• Title – **Seminar report**

• Position- Left hand side

• Font **-** Times New Roman

• Size **-** 12 point

• **No header and footer should be applied to cover page, tables of contents, List of**

**figures and tables, and References.**

**10. Footer:**

• Title - **Your seminar title**

• Position - Left hand side (page no is at the right-hand side)

• Font **-** Times New Roman

• Size **-** 12 point

**COVER PAGE FORMAT**