

Department of MCA

10-11-2025

NOTICE

Project Report Submission Guidelines

The students are required to submit their project report in the prescribed format on or before **20-11-2025** to their guides. The following materials must be submitted:

- The project report must be submitted with a transparent sheet bind.
- Each group must submit one hard copy of the report and a CD to the internal guide. (The CD must be covered in a thick envelope pasted inside of the back cover of the project report.)
- The CD must contain the soft copy of report, the code and the tools required for the execution of the software with a manual for the setup and execution of the software.
- Students should prepare one more hard copy for their own.

The students are requested to adhere to the format given for the preparation of the project report.

Dr. Spoorthi B. Shetty
Project Coordinator

Dr. Mamatha Balipa
Professor & Head

FORMAT FOR PREPARATION OF PROJECT REPORT

1. The Project report should have a maximum of 20 pages.

2. ARRANGEMENT OF CONTENTS:

The sequence in which the project report material should be arranged and bound should be as follows:

1. Cover Page & Title Page
2. Bonafide Certificate
3. Abstract
4. Table of Contents
5. Chapters
6. References

The table and figures shall be introduced in the appropriate places.

3. PAGE DIMENSION AND BINDING SPECIFICATIONS:

The dimension of the project report should be in A4 size. The project report should be bound using flexible cover of the thick white art paper. The cover should be **printed in black letters** and the text for printing should be identical.

4. PREPARATION FORMAT:

4.1 Cover Page & Title Page – A specimen copy of the Cover page & Title page of the project report are given in **Appendix 1**.

4.2 Bonafide Certificate – The Bonafide Certificate shall be in double line spacing using Font Style Times New Roman and Font Size 14, as per the format in **Appendix 2**.

The certificate shall carry the project guide's signature and shall be followed by the his/her name, academic designation, department and full address of the institution where the supervisor has guided the student.

The certificate shall also carry the signature of the Department Head, department and the full address of the institution.

4.3 Abstract – Abstract should be one page synopsis of the project report typed double line spacing, Font Style Times New Roman and Font Size 14.

4.4 Table of Contents – The table of contents should list all material following it as well as any material which precedes it. The title page and Bonafide Certificate will not find a place among the items listed in the Table of Contents but the page numbers of which are in lower case Roman letters. One and a half spacing should be adopted for typing the matter under this head. A specimen copy of the Table of Contents of the project report is given in **Appendix 3**.

4.5 Chapters – The chapters may be broadly divided into 3 parts (i) Introductory chapter, (ii) Chapters developing the main theme of the project work (iii) and Conclusion.

The main text will be divided into several chapters and each chapter may be further divided into several divisions and sub-divisions.

- ❖ Each chapter should be given an appropriate title.
- ❖ Tables and figures in a chapter should be placed in the immediate vicinity of the reference where they are cited.
- ❖ Footnotes should be used sparingly. They should be typed single space and placed directly underneath in the very same page, which refers to the material they annotate.

4.6 List of References –The listing of references should be typed 4 spaces below the heading “REFERENCES” in alphabetical order in single spacing left – justified. The reference material should be listed in the alphabetical order of the first author. The name of the author/authors should be immediately followed by the year and other details.

A typical illustrative list given below relates to the citation example quoted above.

REFERENCES

1. Ariponnammal, S. and Natarajan, S. (1994) ‘Transport Phonomena of Sm Sel – X Asx’, Pramana – Journal of Physics Vol.42, No.1, pp.421-425.
2. Barnard, R.W. and Kellogg, C. (1980) ‘Applications of Convolution Operators to Problems in Univalent Function Theory’, Michigan Mach, J., Vol.27, pp.81–94.
3. Shin, K.G. and Mckay, N.D. (1984) ‘Open Loop Minimum Time Control of Mechanical Manipulations and its Applications’, Proc.Amer.Contr.Conf., San Diego, CA, pp. 1231-1236.

5. TYPING INSTRUCTIONS:

The impression on the typed copies should be black in colour.

One and a half spacing should be used for typing the general text. The general text shall be typed in the Font style ‘Times New Roman’ and Font size 14. Every page including the cover page should have a page border. Page numbers should be given to the pages starting from the introduction.

APPENDIX I
(A typical Specimen of Cover Page & Title Page)

TITLE OF PROJECT REPORT

<1.5 line spacing>

A MINI PROJECT REPORT

Submitted by
<Italic>

NAME OF THE CANDIDATE(S)

USN

of

<1.5 line spacing><Italic>

MASTER OF COMPUTER APPLICATIONS

NMAM Institute of Technology, Nitte



(An off-Campus Institution of NITTE (DEEMED TO BE UNIVERSITY), MANGALORE)

Nitte Mahalinga Adyanthaya Memorial Institute of Technology, Nitte
Department of MCA
November 2025

Appendix - II

NMAM Institute of Technology, Nitte-574110

Department of MCA

BONAFIDE CERTIFICATE

Certified that this project report “..... **TITLE OF THE PROJECT.....**”

is the bonafide work of “..... **NAME OF THE CANDIDATE (USN:.....)**”

who carried out the project work under my supervision.

SIGNATURE

Dr. Mamatha Balipa
Professor & Head
Department of MCA
NMAM Institute of Technology, Nitte

SIGNATURE
(Project Guide)

<<Name>>
<<Academic Designation>>
Department of MCA
NMAM Institute of Technology Nitte

APPENDIX III

(A typical specimen of table of contents)

TABLE OF CONTENTS

CHAPTER NO.	TITLE	PAGE NO.
1.	INTRODUCTION 1.1 Problem Definition 1.2 Objectives 1.3 Challenges 1.4 Literature Survey	1
2.	Software Requirement Specification 2.1 Functional Requirements 2.2 Non-functional Requirements 2.3 Hardware and Software Requirements	
3.	System Design 3.1 High Level Design 3.2 Detailed Design	
4.	System Implementation 4.1 Module Description 4.2 Tools, Language and RDBMS used 4.3 Screen Shots	
5.	Testing	
6.	Conclusion and Future enhancements	
	References	