Qollabb Project Process

Go to LMS (Amigo) Portal and click on **Dissertation (MSDS600)-Semester IV.**

Click on "**Project Submission**" on the page.

Click **again on "Project Submission**" on the next page

Student will be redirected to Qollabb platform's dashboard

In next 12-24 hours, Student receive an email in their registered email id from invitation@qollabb.com when a **project topic is assigned to the student by Qollabb.**

Student need to click on "View Project" on the email received from Qollabb

(Student should also check spam account in case the email goes to spam email folder. **Student can also see notification in their Qollabb dashboard**.)

(Student is advised to keep their AMIGO logged in while accessing Qollabb platform)

Student will be redirected to "**My applications**" page on Qollabb.

This will **complete student enrolment in the project topic** on which student will work under the guidance of their industry mentor.

Scheduling of mentoring session

Soon student will receive an email regarding the scheduling of their mentoring session (the date and time of session). Student should join the session with industry mentor, who will be guiding the student on their project topic till its completion. Student will also get a notification in their Qollabb dashboard.

Session with mentor

Student can join the session with their mentor on the date and time scheduled by the mentor by clicking on the "Join Button" under the tab " Mentor".

Here Student will be interreacting with their industry mentor over a vide call. Over the period of their project work, every week such sessions will be organised to guide student progress on their project work.

Weekly updates during the project

Click on "Project topic" under "My Application" page and student will see "weekly reports" button.

Student can write about their weekly progress in few lines.

student can also upload any supporting document, (though not mandatory).

Final project report on completion of project

Similarly after completing project report under the guidance of industry mentor, student can upload the final copy of their project report as a PDF file.

(Student dont need to submit the Plagrism report it will be check by the Qollabb)

Project Viva

After Submission of the project report; Viva slot will be scheduled by the Industry Mentor (the date and time of Viva) as the mentoring session was scheduled.

Project completion certificate

Student project completion certificate will be emailed to the student after evaluation on their registered email ID. However student can also download it from their Qollabb account. (Path to find on Qollabb : Home/ My application/Project)

Selection of Project work Topic

It is important to distinguish between 'project work topic' and 'project work title'. The topic is the specific area that student wish to investigate. The title may not be decided until the project work has been written to reflect its content.

Qollabb will assign projects based on:

A. Area of specialization
B. Interest and skill alignment
C. Industry demand and scope for practical exposure

However, Student may still consult with their industry mentor and the mentor may still assign a different topic from the list of topics available on Qollabb.

The project topic should conform to the following:

A. Relevant to business or technology, defined broadly.
B. Related to one or more of the subjects or areas of study within the core program and specialization.
C. Clearly focused to facilitate in-depth study, subject to the availability of adequate sources of information and to your own knowledge.
D. Of value and interest to you and your personal and professional development.

Planning the Project work

Qollabb's mentors will support and guide student through the following phases:

- Defining aims and objectives
- Selecting research methodology
- Deciding on data collection and analysis methods
- Structuring timelines and deliverables
- Reviewing progress periodically
- Structuring student project outcomes
- Structuring and finalizing the project report and presentation