**AN ENGINEERING PROJECT PROPOSAL**

On

**TITLE OF THE PROJECT**

**Submitted By**

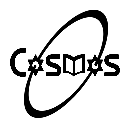
**Full Name - Class Roll No.**

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**Submitted to**

**The Department of ………………………**



**Cosmos College of Management & Technology**

**(Affiliated to Pokhara University)**

**Tutepani, Lalitpur, Nepal**

**Date of Submission**

**BE FINAL YEAR (Major Project) PROJECT REPORT FORMAT**

|  |  |  |
| --- | --- | --- |
| **S.N.** | **SPECIFICATIONS** | **REQUIRED** |
| 1 | **Layout** | A4 Size, Portrait. |
| 2 | **Font** | Times New Roman |
| 3 | **Font Size ( For Main Body)** | 12 Points |
| 4 | **Line Spacing** | 1.5 |
| 5 | **Top Margin** | 1 Inch |
| 6 | **Bottom Margin** | 1 Inch |
| 7 | **Header & Footer** | 0.5 Inch |
| 8 | **General Alignment** | Justified |
| **For Main Body of the Project of every page(Numbering):** | | |
| 1 | Must be in ARABIC LETTER | (1, 2, 3, 4…..) |
| 2 | At the bottom right corner of every page | ……. |
| **For Approval Page, Abstract, Acknowledgement etc the Page Numbering:** | | |
| 1 | Must be in Small Case | Roman Letter (i, ii, iii) |
| 2 | At Bottom Centre | ………. |
| **The Report should be:** | | |
| 1 | Laser Printed |  |
| 2 | DRAFT REPORT should be in Spiral Binding |  |
| 3 | Final Report | HARD COVER BOUND |
| 4 | Front Cover | As per departmental requirement |
| Black cover with golden ink for BEX  Blue cover with white ink for BCV  Red cover with white ink for BCE & BEIT |

* Drawings and Circuits must be drawn using computer (if any).
* 2 copies of the report should be submitted to the Department. The students are recommended to make a separate copy of the report for themselves.

**SECTIONS IN REPORTS**

* Cover Page
* Project Title Page
* Acknowledgement
* Abstract
* Tale of Content
* List of Figures
* List of Tables
* List of Acronyms / Abbreviation
* BODY
* Introduction
  + Introduction to the Project
  + Team Members / Plan Followed
  + Application of Project
* Other Sections – *May vary depending upon the nature of the project*
  + Literature Review
  + Case Study
  + System Analysis
  + System Development
  + Proposed Project Block Diagram
  + Working Principle
* Recommendations / future Enhancements
* Proposed Project Time Schedule
* Conclusion
* Bibliography
* *Book: Author Name*. *Date of Publication/ Edition.*  “*Title of the Book*”. Publisher.
* *Website: Topic.* Retrieved on *Complete Date* from *Complete website( Source)*
* Appendix
  + Complete Circuit Diagram (if any)
  + PCB Diagrams ( If Any)
  + Datasheets (only of special components used – if any)

**GUIDELINES**

* No direct copying from Books or the Internet. **PLAGIARISM** will not be entertained.
* Copied text must be properly referred with reference numbers. Citation must be done.
* The chapters & Sections should be numbered and properly separated.
* All Diagrams should have a figure number (According to the Chapter Number) be captioned.
* All Tables should have a table title (According to the Chapter Number).
* The header must contain the Title of the Project.

A supervisor will be assigned after the proposal defense.

A draft report must be submitted to the Project supervisor as soon as possible. Please clear ay confusion by consulting with the Project Supervisors.

Layout: Single Side. A4 Size, Portrait.

Font: Times New Roman

Font Size: (For Main Body) 12 Pt

Line Spacing: 1.5

Left Margin: 1 Inch

Right Margin: 1 Inch

Top Margin: 1 Inch

Bottom Margin: 1 Inch

Bottom & Footer: 0.5 Inch

Alignment: Justified

For main body of the Project work Page Number:

* Must be in the ARABIC LETTER (1,2,3,4 )
* At the bottom right corner of every page.

For Approval Page, Abstract, Acknowledgement, etc the Page Numbering

* Must be in small case ROMAN LETTER ( i, ii, iii, iv)
* At Bottom Centre

The Report should be

* Laser Printed
* Draft Report should be in spiral binding.
* Final Report: HARD COVER BOUND
* Front Cover in Golden Ink

1 Copy of the draft report should be submitted to the department. The students are recommended to make a separate copy of the report for themselves.