**Guidelines for preparation of project reports**

For the preparation of project report, the following points to be noted:

* + 1. The title of the project report should not exceed 150 characters.
    2. The title must match with the title written in the abstract sheet.
    3. There should not be any spelling mistakes in the title/abstract.
    4. Each report should contain the following in the order given below:
       1. Cover
       2. Title Page
       3. Acknowledgements
       4. Abstract sheet
       5. Table of contents
       6. Introduction
       7. Main text
       8. Conclusions and /or recommendations
       9. Appendices (if necessary)
       10. References
       11. Glossary

The format of Cover, Title Page and Abstract Sheet are given in Appendices-A, B and C respectively. These formats should be followed strictly.





