

Seminar Memo

Date: 28th Feb 2013

Seminar Report Preparation Guidelines

1. Report should include the following sections :

Outer title sheet *
College certificate *
Abstract
Acknowledgement
Table of Contents
Chapter 1 : Introduction 1.1 Aim/Objective 1.2 Existing system 1.3 Proposed system 1.4 Applications
Chapter 2 : Proposed system
Chapter 3: System design and implementation 3.1 Tools and Technology Used 3.2 System design 3.3 System implementation
Chapter 4: System testing and results
Chapter 5: Conclusion and future work
References
Appendix

2. Formatting guidelines

- Use Times New Roman font type
 - Use 16 font size for main headings, 14 font size for sub heading and 12 font size for paragraphs.
 - Page setup
 - top : 1 inch - bottom : 1 inch
 - left : 1.25 inch - right : 0.75 inch
3. All chapter headings and sub headings should have numberings.
 4. Each figure and table should have name and number.
 5. References should be added in alphabetical order.
 6. Outer cover of the project report should be white color.
 7. Use MS Word / Latex (preferred).
 8. Draft (almost final) copy of the report should be produced to guide for verification before submission of the final copy.
 9. Hard copies (one for guide and one for student) of the report containing 20-30 pages should be submitted to your guide on the day of seminar presentation.
 10. Use transparency sheet binding for reports.

Coordinators: Prof. Trisiladevi C. Nagavi and Prof. Vani Ashok

(Dr.C.N Ravikumar)

Prof. & Head