**To: All Computer Science students of 12A and 12C.**

**Important instructions for Practical Examination(Preboard and Board)**

1. **All students must carry their printed practical files when they come for the practical exam.**
2. Printouts of all 20 programs from the program list need to be filed in a school file, in the proper order for submission.
3. The program list copy should be filed on top.
4. The format for printing the programs is as follows:

**Program No: 1**

**Program statement:** *(from program list)*

**Source Code:** *(from PYTHON file)*

**Sample Output:** *(from screenshot of console)*

Keep in mind the following points while printing:

1. Print all programs on a new page. Do not begin a new program from the middle of a page.
2. Use the same font specifications throughout the practical file.

Project File Printing:

* The project has to be printed only after approval by the teacher.
* The project file has to be printed individually for each group member.
* The project report has to bound spirally.
* The project file should have the following pages:

1. Cover page(with Project Name, Subject, Your name, Class, Board Roll NO)
2. Index
3. Certificate of Authenticity
4. Acknowledgement
5. Project Synopsis
6. Project Requirements
7. Flowchart/ Project Plan
8. Source Code
9. Sample Output
10. Validations / Limitations
11. Bibliography

* Each new section should be separated from the previous one with a proper separator sheet.
* Use the same font specifications throughout the project report.

The certificate of Authenticity should be typed as follows:

**Certificate of Authenticity**

This is to certify that …………………… bearing Roll No …………….. is a student of Class XII of Sanskriti School.

He has successfully completed his project under my guidance and supervision towards the fulfillment of the practical examination in Computer Science conducted by the Central Board of Secondary Education for the academic year 2013-14.

Date of Submission:

Name of Subject Teacher:

Teacher’s Signature:

School Stamp: