**NATIONAL INSTITUTE OF TECHNOLOGY,KURUKSHETRA**

**DEPARTMENT OF COMPUTER APPLICATIONS**

**Instructions for MCA - 6thSem. regarding Industrial Project**

**Guidelines Related to Presentation of Work**

1. Students are required to present their work on the specified date as already circulated.
2. Presentation time per student is 15 minutes.
3. Students are advised to prepare 10-12 slides dividing the contents as per the following structure. More Emphasis and time shall be spent on your contribution.
4. First Slide must contain the topic of project, name & roll no. of student, name of supervisor, name of company where project was carried out.

**Guidelines Related to Preparation of Project Report**

1. **~~The hard binding in Cherry Color along with soft copy in CD form of the Project Report is to be submitted to office of Department. Every student is required to bring one copy of report on the date of viva~~.**
2. Final Project Report should be indexed and page numbered well.
3. Project Report shall have pages in the range of 55-65. Coding is optional. However, pseudo code and algorithm shall be included.
4. Student should get their final reports approved by their respective Project Supervisor before binding on prior appointment through mail or phone.
5. Two or more students working on the same project shall clearly specify their contribution i.e. **their modules must be different.**
6. Any other as advised by your concerned Project Supervisor.
7. Detailed formatting instructions are enclosed with this document as Annexure A.

**Annexure A**

**FORMATTING INSTRUCTIONS**

1. **Follow the following standards & format of report for final submission.**

Page Margins : Top: 2.54, Bottom: 2.54, Left: 2.54, Right: 3.81, Gutter: 0

Orientation : Portrait

Page No. : Bottom, Centred, Front pages numbered as i, ii, iii etc.

Chapter pages and references numbered as 1, 2, 3 etc.

All fonts : Times New roman

**Chapter No.** : Font size 14 Sentence case + Bold

**CHAPTER TITLE** : Font size 14 Capital case + Bold

**FIRST LEVEL OF HEADING** : Font size 12 Capital case + Bold

**Second Level of Heading** : Font size 12 Sentence case + Bold

*Third Level of Heading* : Font size 12 Sentence case + Italic (Without bold)

**Table Caption** : Font size 12 Sentence case + Bold(at the top of the Table)

**Figure Caption** : Font size 12 Sentence case + Bold(at the bottom of the Fig.)

Body Text : Font size 12 Normal

Line Spacing : 1.5 lines

Printing : One side of the page

2. **The arrangement of pages in the report must be as given and should be strictly as per the following template:**

1. Cover Page : Design as per the enclosed template only. (Do not put page number on this page)
2. Company Certificate
3. Declaration : Use the template enclosed.
4. Acknowledgement : Not exceeding one page
5. Abstract : Not Exceeding one page
6. List of Figures
7. List of tables
8. Table of Contents
9. Chapter 1: Introduction
10. Chapter 2: Literature Review
11. Chapter 3: Project Objectives
12. Chapter 4 : The Proposed Solution (Name of Chapter can be specific to project )
13. Chapter 5: Implementation Details& Results (Must include installation instructions)
14. Chapter 7: Conclusions and Future Scope
15. References in IEEE format
16. List of Publication, if any (Enclose the full published paper)