**Project Report format**

The report should have following structure/sequence:

* Main page
* Certificate
* Acknowledgement
* Abstract
* Contents
* Chapters
* Appendix
* References / Bibliography

**Main page format: given. Certificate format: given.**

Acknowledgement format: As per student (text and font guidelines to be followed) Abstract format:

1. Not more than 300 words.

2. Precise, concise and duly approved by the guide.

3. Text and font guidelines to be followed.

1. All chapters must be numbered, All sections must be numbered.
2. Page numbers of each chapter and sub sections must be kept in contents.
3. Text and font guidelines to be followed.

Page Size: A4, Left Margin:1.25 and Rest all:1 inch, Header and Footer Margin: .75 inch, The paragraph line spacing should be1.5 lines. Header and Footer format is as shown on this page.Texts/Fonts: All text in Times New Roman, aligned in justify.

**Style and Font sizes**

|  |  |  |
| --- | --- | --- |
| Place | Style | Size |
| Main section heading | Bold | 14pt |
| Sub section heading | Bold | 12pt |
| Subsub section heading | Bold and italics | 12pt |
| Figures and table titles | Normal | 10pt |
| Chapter Title | Bold | 16pt |
| Chapter contents | Bold italics | 14pt |
| In between text (for emphasizing) | Normal italics | 12pt |
| All other text normal |  | 12pt |

Diagrams/Images/Tables

1. All Diagrams/Images/Tables should be clear, electronically drawn and should be having good resolution.
2. Single Diagrams/Images/Tables should not be more than the available page size (within margins).
3. Diagrams/Images/Tables should be aligned centrally to the page.
4. Diagrams/Images/Tables titles should be also aligned centrally to the page.

**NOTE: REPORTS NOT PREPARED ACCORDING TO THE GUIDELINES WILL BE SIMPLY REJECTED.**