

PROJECT REPORT GUIDELINES & FORMAT

2020

FORMAT OF MCA MAJOR PROJECT REPORT -KTU

Size – A4

Soft binding

Cover page – BLACK Colour (in GOLDEN letters)

✓ **Copies of Project report that has to be submitted to the Department- 2 Nos.
(1 copy to be kept in department library and 1 copy in colour has to be kept with you)**

✓ **To KTU- PDF format complete document has to be uploaded before the
prescribed date to KTU portal once its open and as per eligibility.**

Font- Times New Roman

1. Cover page & 2. Inside Front page (see sample given)

TITLE

(16 Bold all capitals – Times New Roman)

PROJECT REPORT

(12 Regular- all Uppercase)

submitted by

NAME: (14 Bold- all Uppercase)

Reg. No (12 Bold)

to

The APJ Abdul Kalam Technological University
in partial fulfillment of the requirements for the award of the Degree
of

Master of Computer Applications (12 Italics)

(COLLEGE LOGO)

Department of Computer Applications (14 Bold, leading capitals)

Name of college

Place

Month, Year (14 Regular)

3. **DECLARATION** (see sample given)

4. **CERTIFICATE** (see sample given)

5. **ACKNOWLEDGEMENT**

6. **ABSTRACT** (Do not exceed 2 pages – use double or 1.5 line spacing with 10
or 12 Regular font) (No figures, sketches, tables shall be there)

7. **CONTENTS** (Main headings, Sub headings & page no. shall be given) (see
sample given)

8. **LIST OF TABLES** (No. , Title and Page No shall be given)

9. **LIST OF FIGURES** (No. , Title and Page No shall be given)

10. **ABBREVIATIONS:** List all abbreviations and their expansions

11. **NOTATION:** List all symbols used in the report, give units in case of
dimensional quantities

12. **CHAPTERS** (See appendix A given)

Appendix A (Sample)

CHAPTER 1

Introduction – General Background, Objective, Scope, scheme of project work etc.

CHAPTER 2

Literature Survey/Review

CHAPTER 3

Methodology/Theory/ Modelling / Experimentation etc. as applicable (If both theoretical/computational and experimental works are there, better explain them in separate chapters.)

CHAPTER 4

Results and Discussion (If both theoretical/computational and experimental works are there explain them in separate chapters)

CHAPTER 5

Conclusions- Conclusions, Recommendations, Scope for Further work etc.

REFERENCES

APPENDICES (if any)

LIST OF PUBLICATIONS (if any)

Note: –

- Chapter Titles- 16 Bold – All capitals – No underlining
- Main headings - 14 Bold - All capitals – No underlining
Main headings shall be numbered as 1.1,1.2,1.3,..... 2.1,2.2,2.3..... etc.
- Sub headings- 12 Bold- Leading capitals- No underlining
Sub headings shall be numbered as 1.1.1,1.1.2,.....2.1.1,2.1.2.....etc
- Sub-sub headings – 12 Regular- Leading capitals –shall be numbered as. (i), (ii) ...
- Figures, sketches, equations and tables shall be serially numbered chapter wise
(Eg. 2.1,2.2..... 3.1,3.2.....).
- All figures, sketches, photos and tables shall be titled.
- Figure no. and title (12 Regular) shall be given below the figure.

- Table no and title (12 Regular) shall be given above the table.
- Figures, Tables etc in Landscape format shall be put in such a way that they can be viewed from right side.
- Give reference no within square brackets for figures, sketches, photos tables which are adapted from the references.
- Text – 12 Regular, Times New Roman, double spacing, Alignment- Justified.
- Headers or footers not required
- Figures, Tables, Sketches and Equations shall be **centre justified**. Figures, sketches, tables shall be placed immediately after the paragraph in which they are referred.
- Use equation editor for equations.
- Begin each chapter in a new page.
- Begin paragraph in the line next to the heading. Leave one line space after each paragraph. Leave one line space after paragraph and the next heading. Do not begin a new section at the end of a page. Minimum two lines must follow a main heading/sub heading in a page.
- **Begin all paragraphs left justified. Leave 12 pt space after paragraphs. OR. Start paragraphs indenting 10 character space in the beginning and in this case no space is to be given after paragraph.**

References shall be as per the following format

- Journal/conference/symposium/seminar/workshop papers:-** Authors (in bold) (Year), Title of paper, Name of Journal/ Conference/ Symposium/ seminar/ workshop (in italics), Issue No., Pages
- Books :** -Author(s) (Bold), Title (in italics), Publisher, Edition, Year of Pubn.
- Online Books:** - Author.(year, month day). Title. (edition) [Type of medium]. Volume (issue). Available: site/path/file
- Patents:** - Author, Title of patent, Patent No., Month day, year.

All references listed must be cited in the text, all cited references shall be listed in the REFERENCES. Authors' name shall be exactly as in the reference material. All authors shall be included in the REFERENCES. However in the text, if more than two authors are there it can be cited by giving name of the first author followed by et.al. eg. Andrews *et.al* (1989).

Page numbering : Arabic numerals (12 Regular font) – bottom centred.

Start page number 1 from Chapter 1. Page numbers shall not be shown on Chapter beginning pages.

Important

- (i) A typed draft report as per the above guidelines has to be prepared and submitted to the guide(s), at least one week before the final evaluation of the project. The draft report shall be corrected and approved by the guide(s). This signed draft report is to be produced before the evaluation committee at the time of final evaluation of the project.
- (ii) The final report is to be made after the final project evaluation is over. The corrections and suggestions made by the evaluation committee are to be incorporated in the final report. Submit the final report along with the draft report ,within one week after final project evaluation, to the Project coordinator for getting signature of the Head of the Dept..
- (iii) Submit six copies of ABSTRACT (max. 2 pages) to the Project coordinator three days before the date of final project evaluation.

Note: - A sample report is given. This report is only a sample and the titles and contents are randomly included and have no significance other than conveying the format.

**SAMPLE
PROJECT
REPORT**

< GIVE YOUR PROJECT TITLE HERE>

A PROJECT REPORT

submitted by

<YOUR NAME>

<YOUR CANDIDATE CODE / REGISTER NUMBER>

to

The APJ Abdul Kalam Technological University
in partial fulfillment of the requirements for the award of the Degree

of

Master of Computer Applications

(COLLEGE EMBLEM)

Department of Computer Applications

LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY
KUTTICAL, THIRUVANANTHAPURAM

APRIL 2020

DECLARATION

I undersigned hereby declare that the project report (**“Title of project”**) , submitted for partial fulfillment of the requirements for the award of degree of Master of Computer Applications of the APJ Abdul Kalam Technological University, Kerala is a bonafide work done by me under supervision of (Name of guide/ supervisor(s)). This submission represents my ideas in my own words and, I have adequately and accurately cited and referenced the original sources. I also declare that I have adhered to ethics of academic honesty and integrity and have not misrepresented or fabricated any data or idea or fact or source in my submission. I understand that any violation of the above will be a cause for disciplinary action by the institute and/or the University. (12 Regular, 1.5 line spacing).

Place:

Date:

Signature
Name of the student

**DEPARTMENT OF COMPUTER APPLICATIONS
LOURDES MATHA COLLEGE OF SCIENCE & TECHNOLOGY,
KUTTICAL, THIRUVANANTHAPURAM (14-Bold.)**

(COLLEGE EMBLEM)

CERTIFICATE (14 Bold)

This is to certify that the report entitled “**Title (14 Bold)**” submitted by “**Name (12 Bold)**” to the APJ Abdul Kalam Technological University in partial fulfillment of the requirements for the award of the Degree of Master of Computer Applications is a bonafide record of the project work carried out by him/her under my/our guidance and supervision. (12 Regular, 1.5 line spacing).

Internal Supervisor

Date:

External Supervisor

Prof. Justin G. Russel
(Project Coordinator)

Prof. Selma Joseph
(Head of the Dept.)

CONTENTS

Contents	Page No.
ACKNOWLEDGEMENT	i
ABSTRACT	ii
Chapter 1. INTRODUCTION	
1.1 General Introduction / Background	01
1.2 Objective / Goal of the Project	02
1.3	03
Chapter 2. LITERATURE SURVEY	
2.1 Study of similar work	
2.1.1 Existing System	
2.1.2 Drawbacks of Existing System	00
Chapter 3. OVERALL DESCRIPTION	
3.1 Proposed System	00
3.2 Features of Proposed System	
3.3 Functions of Proposed System	
3.4 Requirements Specification	
3.5 Feasibility Analysis / Study	
3.5.1 Technical Feasibility	
3.5.2 Operational Feasibility	
3.5.3 Economical Feasibility	
3.5.4 Behavioral Feasibility	
.....	
Chapter 4. Operating Environment	
4.1 Hardware Requirements	00
4.2 Software Requirements	
4.3 Tools and Platforms	
4.3.1 Java	
4.3.2 MySql	
.....	
Chapter 5. Design	
5.1 System Design	00
5.1.1 Data Flow Diagram/UML	
5.1.2 Project DFD /UML	
5.2 Database Design	
5.2 Input Design	
5.3 Output Design	
5.4 Program Design	

Chapter 6. Functional and Non-Functional Requirements	
6.1 Functional requirements	
6.2 Non-Functional Requirements	
Chapter 7. Testing	
7.1 Testing Strategies (on all the possible testing methods done for the project)	00
7.2 Unit Testing	
7.3 Integration Testing	
7.4 System Testing	
7.5 Testing Results	
.....	
Chapter 8. Results and Discussion	
8.1 Results (Salient Features)	
8.2 Screen Shots	
Chapter 9. Conclusion	00
9.1 System Implementation	
9.2 Conclusion	
9.3 Future Enhancement	
References / Bibliography	I
1. Books	
2. Website	
3. Journal and Publications	
APPENDICES	II
1. SCRUM Board	
2. List of Tables	
3. List of Figures	
4. Abbreviations and Notation	
5. Coding (Sample)	

ACKNOWLEDGEMENT

Finally, I wish to express my sincere gratitude to all our friends, who directly or indirectly contributed in this venture.

ABSTRACT

CHAPTER 1 INTRODUCTION

1.1 GENERAL BACKGROUND

Research is a process of arriving at an appropriate solution to a problem through a systematic approach

.....

.....philosophy. (Leave 12 pt space after paragraph)

There may be various reasons for conducting research. In case of market research more specifically.....

.....

..... brand.

OR (with 10 character space indentation)

Research is a process of arriving at an appropriate solution to a problem through systematic approach

.....

.....philosophy.

There may be various reasons for conducting research. In case of market research more specifically

.....

..... brand.

CHAPTER 2

LITERATURE SURVEY

2.1 STUDY OF SIMILAR WORKS

.....

.....

...

.....

.....

.....

.....

.....

.....

2.1.1 EXSISTING SYSTEM (Minimum two lines must follow a main heading/sub heading in a page.)

.....

.....

CHAPTER 8

RESULTS AND DISCUSSION

8.1 RESULTS

The results of various
.....
.....

REFERENCES

(Journal paper)

1. Andrews, G.E and D.Bradley (1972) The Burning Velocity of Methane-Air Mixtures,

(Referenced book)

4. Bradshaw,P. An Introduction to Turbulence and its Measurement, Pergamon Press, 1971.

(Periodicals)

9. J.U.Duncombe, Infrared navigation – Part I : An Assessment of feasibility, *IEEE*

Trans. Electron Devices, Vol. ED-11, No.1, 34-39, Jan 1959

(Reports)

15. E.E.Reber, R.L.Michell and C.J.Carter, Oxygen absorption in the earth's atmosphere, Aerspace Corp., Los Angeles, CA, Tech. Rep. TR-0200 (4230-46)-3, Nov 1988.

(Manuals/Handbooks)

23. Transmission Systems for Communications, 3rd Ed., Western Electric Co., Winston – Salem, NC, 1985, 44-60.A Handbook of Chemical Engineering, 2nd Ed., Vol. II, G.E.Davis, Davis Bros., Manchester, 1903, 345-356

(papers published in conference or symposium proceedings)

(online books)

7. Jones (1991, May 10), Networks, (2nd Ed.) [Online]. Available: <http://www.atm.com>

(online journals)

APPENDIX – A

1 XXXXXXXXXX (same format as that of chapters)

.....

.....

.....

.....

