

SAI VIDYA INSTITUTE OF TECHNOLOGY

RAJANUKUNTE, BANGALORE 560064

FORMAT FOR PREPARATION OF FINAL YEAR PROJECT REPORT FOR B.E. (May adopt for M.Tech also) DEGREE STUDENTS

CONTENTS ORGANIZATION:

The order in which the project report write up should be arranged and bound should be as follows:

- I. Outer Cover Page & Title Page
- II. Inner Cover Page & Title Page
- III. Certificate from Industry, if any when the work is partially or fully carried out in an industry or organization
- IV. Acknowledgements
- V. Abstract / Synopsis / Summary
- VI. Table of Contents
- VII. List of Tables
- VIII. List of Figures
- IX. List of Symbols, Abbreviations and Nomenclature (Only if necessary)
- X. Chapters
 - a. Chapter 1 Introduction
 - b. Chapter 2 Literature Survey
 - c. Chapter 3 Design
 - d. Chapter 4 Implementation
 - e. Chapter 5 Testing and Results
 - f. Chapter 6 Conclusions
 - g. Scope for future work is optional
- XI. References
- XII. Appendices advised to use it sparingly.

Note:

Page Numbering: It is important to follow the system of page numbering shown in table while assigning page numbers for items I to XIII.

SECTION NO.	PAGE Number Style	Example
I and II	No page number	NIL
III to X	Small Roman	i, ii, iii, iv -----
XI to XV	Arabic numerals	1,2,3,4 -----

The table and figures shall be introduced in the appropriate places where it is first referred and never place a duplicate figure or table in the report. Number them chapter wise

2. PAGE SIZE WITH BINDING SPECIFICATIONS:

2.1 All the inner pages of the report shall type in A4 Bond size, 75 to 100 GSM white papers.

3.13 Hard bind the project report. Adapt the color scheme for the report as mentioned in section 5. The cover and all print letters shall be of black color. Provide for the outer cover a separate fully transparent plastic cover as a wrapper jacket for the report.

3. PREPARATION FORMAT:

3.1 Page Margins:

Strictly adhere to the following left, right, top and bottom page margins format

Margin	Size in	
	mm	~ inch
Left	31	1.25
Right	25	1.00
Top	20	0.75
Bottom	20	0.75

3.2 Outer Cover Page & Title Page:

The outer Cover page & Title page of the project report shall be as per **Appendix 1**.

3.3 Abstract – Abstract should be one page synopsis of the project report typed one and half line spacing, Font Style Times New Roman and Font Size 12.

3.4 Table of Contents – The table of contents should list all material following it as well as any material which precedes it. The title page and Bonafide Certificate will not find a place among the items listed in the Table of Contents but the page numbers of which are in lower case Roman letters. One and a half spacing should be adopted for typing the matter under this head. A specimen copy of the Table of Contents of the project report is given in **Appendix 3**.

3.5 List of Tables – The list should use exactly the same captions as they appear above the tables in the report of the text. One and a half spacing should be adopted for typing the matter under this head.

3.6 List of Figures – The list should use exactly the same captions as they appear below the figures in the text. One and a half spacing should be adopted for typing the matter under this head.

3.7 List of Symbols, Abbreviations and Nomenclature (if need be)– One and a half spacing should be adopted or typing the matter under this head. Standard symbols, abbreviations etc. should be used.

3.8 Chapters – The chapters may be broadly divided into 6 parts as shown in itm IX above. The main text will be divided into several chapters and each chapter may be further divided into several divisions and sub-divisions.

❖ Each chapter should be given an appropriate title.

❖ Tables and figures in a chapter should be placed in the immediate vicinity of the reference where they are cited.

❖ Footnotes should be used sparingly. They should be typed single space and placed directly underneath in the very same page, which refers to the material they annotate.

3.10 Appendices – Appendices are provided to give supplementary information, which is included in the main text may serve as a distraction and cloud the central theme.

- ❖ Appendices should be numbered using Arabic numerals, e.g. Appendix 1, Appendix 2, etc.
- ❖ Appendices, Tables and References appearing in appendices should be numbered and referred at appropriate places just as in the case of chapters.
- ❖ Appendices shall carry the title of the work reported and the same title shall be made in the contents page also.

3.11 List of References – The listing of references should be typed 4 spaces below the heading “REFERENCES” in alphabetical order in single spacing left – justified. The reference material should be listed in the alphabetical order of the first author. The name of the author/authors should be immediately followed by the year and other details.

A typical illustrative list given below relates to the citation example quoted above.

REFERENCES

1. Nathan, L. and Mars, S. Fluid flow development , Journal of Physics Vol.42, No.1, 1994, pp.321-325.
2. Barnard, R.W. and King, C. ‘Applications of Convolution Operators to Problems in Univalent Function Theory’, Michigan Mach, J., Vol.27, 1999, pp.81–94.
3. Shin, K.G. and Mckay, N.D. ‘Open Loop Minimum Time Control of Mechanical Manipulations and its Applications’, Proc.Amer.Contr., San Diego, CA, 16 to18 March 2012, pp. 1231-1236.,
4. Nathan and Sam eds., The text book of elements, Tata McGraw Hill Pub., New Delhi, 3 edition, 2013, pp. 200 – 210

Note: Use IEEE standard for reference citings

3.12 Table and figures – By the word Table, is meant tabulated numerical data in the body of the project report as well as in the appendices. All other non-verbal materials used in the body of the project work and appendices such as charts, graphs, maps, photographs and diagrams are designated as figures. All these numbering shall be as per the chapter in which it appears. If in chapter 4 the table number will be Table 4.1, Table 1.2 etc. Similarly in chapter 5 Figures appear their numbering shall be Figure 5.1, Figure 5.2 etc.

3. TYPING INSTRUCTIONS:

The impression on the typed copies should be black in colour.

One and a half spacing should be used for typing the general text. The general text shall be typed in the Font style ‘Times New Roman’ and Font size 11 or 12.

5. OTHER MANDATORY REQUIREMENTS

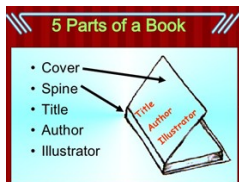
In addition to all the items discussed above, the candidates shall fulfill the following mandatory requirements

- Submit soft Copy of the Report and synopsis
- Color of the Outer Cover/Front Page of Dissertation / Project Report

Sl. No.	Programme	Color of the outer cover/front page of the report
1	Electronics & Communication Engineering, Electrical & Electronics Engineering (ECE/EEE)	PURPLE
2	Computer Science and Engineering, Information Science and Engineering (CSE/ISE)	CREAM
3	Mechanical Engineering (ME)	SKY BLUE
4	Civil Engineering (CV)	GREY

REPORT STYLE and OTHER DETAILS

- The report shall be hard bound
- Ensure to print Title and Year on the spine of the report. See the figure below



- The number of copies will be Number of students+ Number of guides+ Department library.
- All text must be fully justified.
- Reference numbers shall be in sequential order as it is cited in the write up.

6. OPTIONAL INFORMATION'S IN THE PROJECT REPORT

- Mention all the Publication details that are discussed in the project and ensure that names of the project members are the authors of the paper.
- Shall provide the details of Patent, if any (Applicable for the same topic presented in the project report and at least one or more authors of the project report has filed this patent) which is an outcome of the project.