SEMESTER: 7
Branch: CE (MU)
Major Project - I (01CE0716)

Student Guidelines

STEP 1 : Team Formation
- Students can form a team of **minimum 1** and **maximum 3** team members from CE Department only (interclass team members are allowed).
- Team should also decide one team leader who will perform required tasks when and where required.
- All the Faculties are allowed to guide a maximum 8 teams only.

STEP 2 : Project Definition and Internal Guide Selection
- Please access the list of Internal Guide faculties with project definitions using below link. Based on that, students need to contact faculties (Face to Face) and finalize Internal Guide and Project Definition. (Don't select Internal Guide without his/her confirmation)
  Link:
  https://docs.google.com/spreadsheets/d/1P0X78RTExtvJCiYzmEBDpr1WC2YMe5_ja0TjECEDt70/edit?usp=sharing
  (Don't waste your time by sending text messages/emails/etc. to multiple faculties at the same time for guide selection; instead meet them one-to-one only along with the entire team.)
- Deadline to finalize Team AND Internal Guide AND Project Definition will be **09/07/2024**.
- After finalizing Team, Project Definition and Internal Guide, **team leader** (**only**) need to submit all finalized details in the Google Form between **09/07/2024** to **10/07/2024** using following link: https://forms.gle/Yy32m81fHGbxzKEC6
  (Don't fill/submit without getting approval from the Internal guide. Think and verify twice before submitting the form.)
- Each Team also needs to prepare an Abstract Report (team wise) on a finalized project and need to get Internal Guide's signature on hardcopy which needs to be submitted to the Internal Guide between **10/07/2024 to 13/07/2024.**
  (Format is attached with the email)
- After finalizing Team and Project Definition, it won't be changed in any case.
- If any student doesn't finalize the team/project definition, the student will be marked ABSENT in all exam components of this subject.

STEP 3: Reporting to Internal Guide
- All the teams need to regularly report regarding project progress, updates etc. to their respective Internal Guide AT LEAST once in a week. **(Guide can ask to report more than once also.)**
- If any team doesn't report the internal guide regularly, the internal guide can take any action he/she wants. (It may affect the marks of students also.)

- Report your Internal Guide according to his/her convenience only. Prefer to report Internal Guide in physical mode instead of sending text message/email/etc.

STEP 4 : Regarding Internal/External Review
- All the teams must remain present and attend the Internal/External Reviews conducted by the Internal Guide/External Reviewers. (In case of Medical reason or any genuine case, students will have to report/inform to respective Internal Guide and Project Coordinators well in advance with valid proof.)
- All the teams need to maintain a report diary with Internal Guide Signature and carry it during reviews/VIVA.
- Presentation must be in a given format only (attached with email).
- Tentative Schedule of the Internal and External Review will be as follows:

Sr. No.	Review	Review Date	Required Content for the Review	Total Marks
1	Review 1	10-08-2024	Presentation on Chapter 1, 2, 3	20
2	Review 2	05-10-2024	Presentation on All Chapters	20
3	Project Report & Submission	23-11-2024	Project Report & Submission to Internal Guide	10
4	External Review (External Viva)	23-11-2024	External Viva	50
Total Marks				100

(Chapter Details will be provided soon)
- If any student/team doesn't attend any review or fail to follow any deadlines as per the given schedule, will be marked **ABSENT** in respective review. No rescheduling will be done for such students/team.

STEP 5 : Regarding Project Report and Submission

- For Project Report content and format, follow the Project Report Guidelines shared by the Project coordinators. (format will be shared soon)
- First, the team needs to submit a report in soft copy to the respective guide. Do necessary changes suggested by the Internal Guide. After getting final approval from Internal Guide, the team needs to take the printout of the report and get the signature of Internal Guide in all the copies.
  (In case of any plagiarism or copying any kind of content or source code or any such cases, students will get ZERO marks and no arguments will be entertained.)
- Report should be black & white – one sided – spiral bound.
- Number of copies required: Total Number of Students in Team + 1
- For submission, all the teams need to submit following things to respective internal guide and in Google Form (link will be provided after 2 reviews by Project Coordinators).
  1. One hard copy of the report. (Spiral binding) (File name: TEAM ID_PROJECT NAME)
  2. Entire project presentation (.PPT) (File name: TEAM ID_PROJECT NAME)
  3. Soft copy of the report (.DOC and .PDF) (File name: TEAM ID_PROJECT NAME)
  4. Project code (.Zip file) (File name: TEAM ID_PROJECT NAME)

  (Team IDs will be assigned by project coordinators after finalizing all project details.)

  NOTE: Team will NOT be allowed for any review in case of any pending tasks.