

# ICT 2212 Skills Development Project

## Project Proposal Guidelines

**The Project Proposal should contain the following:**

	Comment
Title	The project title should be short and descriptive.
Cover Sheet	Use the attached format.
Project Details	Use the attached format.
Table of Contents	Please include a table of contents listing the contents of your submission as well as the attachments that you wish to be considered.
List of Figures	Figures as appearance in the document
List of Tables	Tables as appearance in the document
1. Introduction	<p>Background or introduction section provides a description of the basic facts and importance of the project.</p> <p>What is your project, the motivation of project, and how important is it for the industry practice/knowledge advancement?</p>
2. Problem Statement	<p>Problem statement provides a clear and concise description of the issues that need to be addressed.</p> <p>What is the specific problem that you will address?</p> <p>Describe the need for the project and how the proposal was developed. Explain why the project is being proposed.</p>
3. Proposed Solution	Clear description of the solution for the problem stated in the previous section.
4. Scope of the project	Detailed outline of all aspects of the project, including all related activities, resources, timelines, and deliverables, as well as the project's boundaries
5. Aim and Objectives	<p>Aim consists of not more than one sentence which explains the overall purpose of the proposed project.</p> <p>Objectives need to be stated in measurable terms and be specific and consistent with the statement of need and the purpose of the proposed project.</p> <p>Objectives should be formulated as a clear statement of what is expected to be achieved through project implementation.</p>

	What are the benefits that will be generated if the identified problem is answered?
6. Technical Approach	<p>Technical Approach section describe the technologies used to develop the Frontend, Backend of the project and its methodology.</p> <p>Methodology defines the projects methods and logic steps.</p> <p>What to do and how to solve the problem and achieve proposed Objectives?</p> <p>Which methods will be used?</p>
7. Project Work Plan	<p>The Project Work Plan section describes how the project will be managed, including a detailed timetable with milestones.</p> <p>A Gantt chart should be provided.</p>
8. Project Resources	The resources used in the project including Human resources and Physical resources
9. Conclusion	Give a brief summary about the project
References	<p>All factual material that is not original with you must be accompanied by a reference to its source.</p> <p>Please use IEEE guideline on reference and citation style.</p>

## Proposal Formatting Guidelines

1. Heading 1 (Font: Times New Roman, Font Size: 16, Bold)
2. Heading 2 (Font: Times New Roman, Font Size: 14, Bold)
3. Heading 3 (Font: Times New Roman, Font Size: 12, Bold)
4. Paragraph (Font: Times New Roman, Font Size: 12)
5. Numbering (1. 2. 3. ...)
6. Multilevel Numbering (1. 1.1. 1.1.1 only up to third level)
7. Each diagram should be numbered and titled
8. Diagram Title (Font: Times New Roman, Font Size: 10, Bottom of the diagram)
9. Each table should be numbered and titled
10. Table Title (Font: Times New Roman, Font Size: 10, Top of the table)
11. Margin (Top: 1 in, Bottom: 1 in, Left: 1 in, Right: 1 in)
12. Page Layout (Size: A4, Orientation: Portrait)
13. Document should be prepared using a word processor (.docx or .doc format)
14. Page Numbering (Position: Bottom Middle, format: **page 1 of 6**, Starting from Introduction section)

15. Page Numbering (Position: Bottom Middle, format: **i ii iii**, up to Introduction section without the first page)

### **Proposal Submission Guidelines**

1. Project proposals should not exceed ten pages (excluding the attachments, cover sheet and table of contents).
2. Student should upload soft copy of the project proposal to the link provided in the LMS before the deadline.
3. A hard copy of which is recommended and approved by the supervisor(s) with signatures (e-signature will be sufficient) should be submitted to the project coordinator before the deadline.
4. Student should re-upload the soft copy of the finalized project proposal according the feedbacks and comments to the link provided in the LMS this document should be an electronic book document (.pdf).



# **Project Proposal**

## **[Project Name]**

### **Project - ICT 2212**

### **Bachelor of Information and Communication Technology**

### **(BICT)**

### **Degree Programme**

Department of Information and Communication Technology

Faculty of Technology

Rajarata University of Sri Lanka

Mihintale

## Details of the Project

Project Title : \_\_\_\_\_

Group Number : \_\_\_\_\_

Group Name : \_\_\_\_\_

Submission Date : \_\_\_\_\_

Group Members :

Student Name	Index Number	Signature

Supervisor(s) :

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Department : \_\_\_\_\_

Email : \_\_\_\_\_

Signature : \_\_\_\_\_ Date: \_\_\_\_\_