

Guidelines to prepare UG Project Report

- The report is a hard bound book and a transparent plastic covered with a fixed color cover for Civil Engineering department. The color code to be followed is : **GREY**
- The report should be of **A4** size **Executive BOND** sheets, and hard bound in the prescribed color for each department. Report should be **one sided** (not back to back), and text must have **1.5 line spacing** at least. Borders:
 - *Left:* 1.25 inches
 - *Right:* 1.0 inch
 - *Top:* 0.75 inch
 - *Bottom:* 0.75 inch
- The prologue (everything before the First Chapter begins.) should contain:
 - **The cover page** with necessary details about the report. (Appendix A)
 - **Certificates** are mandatory. (Appendix B)
 - **Abstract** and **Acknowledgements**.
 - **Table of Contents, List of Figures, List of Tables** and if relevant **List of Algorithms, List of Acronyms, List of Symbols** etc.

Reports are divided into Chapters, which in turn into sections, subsections etc. Chapters have to be numbered 1, 2, Sections will be numbered 1.1, 1.2 Subsections will be 1.1.1, 1.1.2 A chapter can contain any number of figures/tables/equations etc. The first figure in chapter 2 will be numbered 2.1.

The "Chapter 1" text should be either left or right justified. The chapter title should be **Centered**. And they have to be of following sizes:

- *Chapter number text:* 16pt
 - *Chapter title:* 18pt
 - *Section title:* 16pt
 - *Subsection title:* 14pt
 - *Report text:* 12pt
- The last chapter has to be **Conclusion and Future work**, and not merely Conclusions. Should contain summary of the work and scope for further work. Conventionally it contains 2 sections. The first section is *Conclusion* and the second section is *Future Work*.

- References should be serially numbered in order of their occurrence in the text and their numbers should be indicated in square brackets. for eg. [3] in the report text.

- The cover should contain important details about what/where/when of project like:

- **Project Title**
- **Place of Work**
- **Branch of Engg**
- **Student's name with USN**
- **Guides Name and address (Internal & external)**
- **Institute Logo**
- **Department**
- **Institute's Name**
- **Academic Year**

- Abstract is the expansion of the title. Should not exceed 2 pages and may fit in 1 page. Usually divided into 3-4 paragraphs.

The first chapter in the report is an introduction to the work. Usually named **Introduction**.

Literature Survey can be included in the first chapter, usually after the general introduction about the technologies involved in the work. It may be in the second chapter if it fits better there.

Literature Survey is crucial. Referring to GOOD, REPUTED JOURNAL/CONF articles has LOT of weightage.

- After the literature survey another necessary section is **Motivation**. This is the justification to the project work. One has to justify the need of the project work, present concisely and precisely the novelty in the work.
- A section called **Proposed Work** will be the last section of the "Introduction" chapter. Any person reading Introduction section should get a broad idea of the complete project. It contains: problem statement, approach to the solution, tools used to arrive at the results, and finally the result obtained.
- The last section of the first chapter SHOULD be **Organization of Rest of the Report**.
- The rest of the chapters may correspond to **Proposed Work, Implementation, Case Study** etc. One may add one or two chapters before these if one feels understanding of other topics are necessary to understand the work.
- The conclusion should not be more than 2 pages (usually) and will not be very different from the abstract.

Appendix A

PROJECT REPORT
ON

TITLE OF THE PROJECT

Work carried out at

Place of Work

Submitted in partial fulfillment of the requirement for the award of

**Bachelor of Engineering
in
Branch
of
Visvesvaraya Technological University, Belgaum**

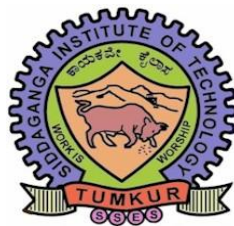
By

NAMES OF THE STUDENTS WITH REG NO.

Under the guidance of

**Internal Guide:
Name and Address**

**External Guide:
Name and Address**



DEPARTMENT OF CIVIL ENGINEERING
SIDDAGANGA INSTITUTE OF TECHNOLOGY
TUMKUR-572103

2014 - 2015

Appendix B

**SIDDAGANGA INSTITUTE OF TECHNOLOGY
TUMKUR -572103**

DEPARTMENT OF CIVIL ENGINEERING



CERTIFICATE

Certified that the project work entitled “ **Project Title**” is a bonafied work carried out by Names of the students in partial fulfillment of the requirement for the award of the degree of **Bachelor of Engineering in -----**, Visvesvaraya Technological University, Belgaum during the year 2014-2015. It is certified that all corrections / suggestion indicated for Internal Assessment have been incorporated in the Report. The project report has been approved as it satisfies the academic requirements in respect of project work prescribed for the Bachelor of Engineering Degree.

Signature of the Guide

Signature of the HOD

Signature of the Principal

Names of the students

University Seat Numbers

External Viva

Names of the examiners

Signature with date

1

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