

JOHN COX MEMORIAL C.S.I INSTITUTE OF TECHNOLOGY

GUIDELINES FOR PREPARATION AND SUBMISSION

OF

PROJECT & THESIS REPORT

1. NO OF COPIES TO BE SUBMITTED TO ACADEMIC SECTION

Three copies of the project are to be submitted initially. One copy will be returned to the student after the final oral examination and successful defense.

2. STRUCTURE OF THE PROJECT OR SEMINAR

Facing page : The title of the project (or seminar), author, department, month and year of submission along with the emblem of the Institute will be included on the first cover. This may be made in special quality paper like plastic coated paper. (See sample)

Inner cover: contents can be same as that of the front cover, but on ordinary A4 size paper.

Three main parts of the project can be easily identified. These include the preliminary part, body of the project and reference and appendices (if any) as the concluding or final part. The order of these items is as given below.

PRELIMINARY PART

Certificate from staff member in-Charge

Acknowledgements, if any

Abstract

Contents

List of abbreviations, if any

List of figures, if any

List of tables, if any

BODY OF THE PROJECT REPORT

Chapter I INTRODUCTION

Motivation and Overview

Literature Survey, if any

Chapter II MATERIALS AND METHODOLOGY

Algorithms, if any

Program development, if any

.....

.....

Chapter N-1 RESULTS AND DISCUSSIONS

Chapter N: CONCLUSIONS AND SUGGESTIONS FOR FURTHER WORK

CONCLUDING PART

References

Appendix or Appendices

Certificate

If there is more than one guide, write side by side and provide space for HOD's signature at the bottom. Provide correct name and designation of guide & HOD

Acknowledgements

One page, self contained. Highlighting significance, objectives, methods adopted, contributions, achievements, applications etc

Abstract

It should be a concise description of the problem(s) addressed and your method of solving it/them, your results and conclusions. An abstract must be self-contained. The number of words may be limited not exceeding three-quarter of a page of spacing 1.5 and font type Times New Roman with size 12.

Contents

The contents should list the chapter headings, sections and subsections of the different chapters along with page numbers of each. It should be possible to get a complete picture of the project report by looking at the contents.

List of abbreviations

List the full form of the abbreviations used.

List of figures

List the number and captions of the figures with page numbers.

List of tables

List the number and titles of the tables with page numbers.

Page numbering

The preliminary parts are numbered in *roman numerals* (i, ii, etc). The first page of the first chapter (Introduction) onwards will be numbered in *Arabic numerals* 1 2 3 etc.

Numbering sections, subsections, equations, figures etc

It is common practice to use decimal numbering in the report. If the chapter number is 2, the section numbers will be 2.1, 2.2, 2.3 etc. The subsections in section 2.2 will be numbered as 2.2.1, 2.2.2 etc. Unless essential, it is not necessary to use numbers to lower levels than three stages. Headings of paragraphs below the subsections may be bold faced and in sentence case.

Similarly, it is useful and convenient to number the figures also chapter-wise. The figures in chapter 4 will be numbered Fig.4.1, Fig 4.2 etc. This helps you in assembling the figures and putting it in proper order. Similarly, the tables also numbered as Table 4.1 Table 4.2 etc. Usually the figure captions are written *below the figure* and table captions *on top of the table* . All figures should have proper description by legends, title of the axes and any other information to make the figures self-explanatory. Figures in colour are not essential, but if it is essential, can be given. The same numbering scheme can be used for equations also. Only thing to be remembered is that references to the figures are made like Fig 4.2 and equations as Eqn (5.8) and tables as Table 3.8. If there are some appendices, these can be numbered as A1, A2, A3 etc. The equations in these appendices can be numbered as (A1.1), (A2.3) etc. All figures and tables must be in place in the text near, but not before, where they are first mentioned.

References can be numbered as 1, 2, 3 etc in the order in which they are referred to in the body of the report. A typical reference in the body of the report will appear as “as stated in [3] or in [3] – [5]” etc.

References to journal papers should contain the *name of the author(s), title of the paper, name of the journal, volume number, issue number, particular pages (pp) and year of publication.*

Example:

Abcddfrtgyf T M, Pqrstmyutfd V K, Xyzmnjuhf M : Improving BTC image compression Using a fuzzy complement edge operator, Signal Processing Journal (ELSEVIER) 88(12), Dec. 2008, pp 2989-2997.

Similarly conference papers should mention the *name of author(s), title of the paper, name of the conference, place in which the conference was held and date, month and year of the conference along with the page numbers of the paper in the proceedings* of the conference.

Example:

Bgfrd M M, Swerft A J, Abqwesd T S : A fuzzy complement edge operator, IEEE Proceedings of the 14th Int. Conf. on Advanced Computing and Communications ADCOM 2006, Mangalore, Karnataka, India, 20-23 Dec., 2006, pp 344-348.

References to books should contain name *of the author, title of the book, name of the publisher, edition number, and year of publication.* If possible ISBN Number also can be quoted.

Example

Griffiths and Manuel: Introduction to Neuro-fuzzy Systems, Prentice Hall Inc, Edition 2, 1998.

Reference to web sites can be given as follows:

Example

<http://www.freefoto.com> : ‘Freefoto.com – Free Pictures’.

Appendices

If there is material that if included in the body of the report would break up the flow of reading or bore the reader unbearably, it is better to include it as an appendix. Some items which are typically included in appendices are: major derivations or theoretical developments, important and original computer programs, data files that are too large to be represented simply in the results chapters, pictures or diagrams of results which are not important enough to keep in the main text etc.

General Notes:

- Single column format and print only on one side.
- Use 1.5 spacing for the continuous text.
- Minimum margin:- Binding side –30 mm and 24mm on all other sides
- Full justification of all texts
- Ensure that each new paragraph is clearly indicated.
- Ensure that each new section head is separated by a double space.
- Use 12 pt font Times New Roman for the continuous text (except headings) in MS Word
- Chapter/section headings shall be as per the fonts shown in the sample report structure
- All chapters to be started on a fresh page
- Follow internationally accepted symbols, rules and conventions
- Use the Int. system of units (SI). If other quantities are mentioned, give their eqvnt. in SI units

Suggested Font sizes

Suggested Font sizes Details	Font Type	Font size	Spacing
Facing page (cover and first page) - see sample page for details	Times New Roman	18pt bold capitals	Centered (Adjustable spacing)
Chapter headings with chapter number on top	Times New Roman	16pt bold capitals	Centered
Section headings	Times New Roman	14pt bold capitals	Left adjusted
Subsection headings	Times New Roman	12pt. sentence case	Left adjusted
Paragraph headings	Times New Roman	12pt. bold sentence case	Left adjusted
Body of project	Times New Roman	12 pt	Adjusted on both left and right and with 1.5 spacing for text and double spacing for equations
Margins	Left Margin	1.5 inch	To accommodate binding area
	Right Margin	1.25 inch	
	Top	2.0 inch	On pages on which chapter begins
		1.0 inch	Other pages
	Bottom	1.25 inch	

PROJECT TITLE

(18 bold –all capitals)

PROJECT REPORT

(14 bold –all capitals)

*Submitted in partial fulfillment of the requirement for the
award of degree of Bachelor of Technology
in Mechanical Engineering of
the University of Kerala*

(14 regular-italics)

By

NAME1(Reg. No.)

NAME2(Reg. No.)

(14 bold & 14 regular)



DEPARTMENT OFENGINEERING (16 bold regular)
JOHN COX MEMORIAL C.S.I INSTITUTE OF TECHNOLOGY
KANNAMMOOLA, THIRUVANANTHAPURAM – 695011, KERALA

(14 regular)

MONTH YEAR (14 bold)

**DEPARTMENT OFENGINEERING
JOHN COX MEMORIAL C.S.I INSTITUTE OF TECHNOLOGY
KANNAMMOOLA, THIRUVANANTHAPURAM – 695011, KERALA**

(14 bold regular)



CERTIFICATE

(20 Georgia bold)

This is to certify that this report entitled “..... (14 bold-regular).....”
being submitted by(Name1, Name2 in 14 bold regular)..... A in partial fulfillment
of the requirement for the award of the Degree of Bachelor of Technology in
Engineering of the University of Kerala, is a bonafide record of work done by them at
.....and at the Department ofEngineering,
John Cox Memorial C.S.I Institute of Technology, Kannammoola, Thiruvananthapuram under
our guidance and supervision.

EXTERNAL EXAMINAR

NAME OF GUIDE (12 bold)

Designation (12 regular)

NAME OF HEAD

Head of Dept. of Engg.
John Cox Memorial C.S.I Institute of Technology,
Kannammoola

Certificate from authorized Company or Institution

ACKNOWLEDGEMENTS

(16 bold –regular)

We express our sincere gratitude to Mr/Mrs/.....Department ofEngineering, John Cox Memorial C.S.I Institute of Technology, Kannammoola. For his invaluable guidance, advice and constant encouragement throughout the course of the project. We also thank Mr/.....or his guidance, supervision, assistance and helpful suggestions given throughout the course of this work without which this work would not have been successfully completed.

We thank the Dean (UG Studies), the principal and the Head of the Department,Engineering, John Cox Memorial C.S.I Institute of Technology, Kannammoola, for permitting us to do the project atOur thanks are also to the

We also thankful to all our colleagues and friends who have contributed directly or indirectly to the successful completion of this project work.

ABSTRACT

CONTENTS

Chapter No	TITLE	Page No
	List of Abbreviations	ii
	List of Figures	iii
	List of Tables	iv
1	INTRODUCTION	1
	1.1 Introduction	1
	1.2 Problem Definition	2
	1.3 Outline	3
2	REVIEW OF LITERATURE	4
	2.1	4
	2.2	5
-		
-		
-		
-		
-		
-		
-		
-		
-		
-		
	REFERENCES	70
	BIBLIOGRAPHY	73
	APPENDIX-1	74

LIST OF ABBREVIATIONS

Fig No

Title

Page No.

LIST OF FIGURES

Fig No	Title	Page No.
---------------	--------------	-----------------

LIST OF TABLES

Table No.	Title	Page No.
------------------	--------------	-----------------

CONTENTS

Sl. No.	Subject	Page No.
----------------	----------------	-----------------

1. INTRODUCTION

2. REVIEW OF LITERATURE

2.1

2.1.1

2.1.2

2.2

CONCLUSION