



INSTITUTE OF AERONAUTICAL ENGINEERING

(Autonomous)

Dundigal, Hyderabad – 500043, Telangana

GUIDELINES FOR PREPARING THE PROJECT REPORT FOR PG COURSES

OBJECTIVE

A project report is a documentation of a Post Graduate student's project work; it is a record of the original work done by the student. Standardization, readability, conformance to ethical norms, and durability are the four overriding criteria for an acceptable form of a report. Department preserves a copy of the student's report for archiving and cataloging for the departmental library and for academic purpose.

The objective of this document is to provide a set of guidelines that help a research student to prepare the report to satisfy the above mentioned criteria.

Features

- The final copy of the report has to contain all the modifications/corrections suggested by the *guide (including the members of the Project Review Committee (PRC))*. There after the report has to be submitted to the department Project Coordinator to defend the project in the final viva- voce examination.
- The report has to undergo a *plagiarism check* and should have less than 20% similarity.
- *Publication of the paper* on the project is mandatory. It has to be published in UGC approved Scopus journals only.
- The report has to include a *declaration* by the student to the effect that he/she has not resorted to any unethical practice while carrying out the project work and while preparing the report.
- The *contribution* of the student must be explicit in the introduction chapter of the report.
- The project report should be submitted in **A4** size executive bond paper. Number of copies to be *submitted*: Three (One for Library, One for Internal Guide, One for Dean-PG studies).

Paper, Typing, Format:

- Bond paper (A4 size) should be used for the preparation of the project report. Typing should be done on one side of the paper with character font in **size 12** of **Times New Roman**.
- The layout should provide a margin of **4 cm** on the left, **3 cm** on the top and bottom and **2 cm** on the right.

i.e. Left margin space **4 cm**
Top and Bottom margin space **3 cm**
Right margin space **2 cm**

- Fresh paragraph should commence after **five spaces. Double-spacing or One and half line** spacing shall be provided through the report.
- The page numbers should be indicated at bottom-middle of the each page.
- Should not underline the heading/subheadings and should not put colons (:) in headings or subheadings

Binding

- The dissertation shall be properly bound, using Rexene of **Light Grey**. The bound front cover should indicate in suitable embossed letter the following: **Two blank papers** should be provided at the beginning and at the end.

First Page

- The first page should contain repeat the cover page

Second Page

- The second page should contain a certificate signed by the guide(s)
(*See the sample format*)

Third Page

- The third page may include the Certificate given by Organization or Company where you have done your project. College certificate should precede this certificate.

Fourth Page

- The fourth page may include the Declaration

Fifth Page

- The fourth page may include the Acknowledgement

Sixth

- In this page, a table of contents, list of tables, list of figures, and notation must be provided.

Seventh Page

- The seventh page should contain an *abstract* of the Project report. The candidate may emphasize his contributions here.

Important Note:

- All the above pages are to be numbered in Roman numerals of lower case.
Ex. i, ii, iii, iv...
- The document pages must be numbered using numbers i.e. 1, 2, 3.....

Arrangement of Chapters depending upon the project

The following is suggested format for arranging the project report matter into various chapters:

CONTENTS

Title Page	
Certificate of College	
Company Certificate if any	
Declaration	
Acknowledgement	
Abstract	i
Nomenclature	ii
List of Figures	iii
List of Tables	iv
Chapter 1 Introduction	1
Chapter 2 Literature Review	
Chapter 3 Theoretical Study	
Chapter 4 Experimental Study	
Chapter 5 Results and Discussions	
Chapter 6 Conclusions and Future Scope of Study	
References	
Appendix A	
Appendix B	
Appendix C	

Arrangement of Paragraph in a Chapter:

- Each subheadings in a chapter should be properly numbered for example, 2.1, 2.2 etc., where first digit represents the Chapter Number and second digit the subheading number.
- Sub-paragraphs, if any indicated as 1.1.1, 1.1.2 etc. i.e. first digit representing the chapter, the second representing the paragraph and third representing the sub-paragraph.
- Every chapter should have introduction as well as conclusion
- **Don't underline the headings or subheadings or side heading.** Instead, use bold letters.

Figures and Tables

- The figures and tables occurring in a chapter may be serially numbered as Fig. 1.1, 1.2 etc., where the first digit represents the chapter, the second digit represents Figure number.
- The tables may be represented as Table 1.1, 1.2 etc., the first digit representing chapter and the second digit represents table number.

Graphs

- The graph should clearly indicate the points, which are used for drawing the curve or curves. All the letters in the graphs should be written in italic form.

Bibliography or References:

- The following format may be used for writing the Bibliography/References.

An article in a journal

Last name(s), initial(s) of the author(s) in the same order as on the article. Publication year. Article title. Journal title (abbreviated) Volume: pages

Example:

Truant,R., Fridell, R.A., Benson, E.R., Herold, A. and Cullen, B.R. 1998. Nucleocytoplasmic shuttling by protein nuclear import factors. Eur. J. Cell Biol. 77: 269-275

(Books)

Last name(s), initial(s) of the author(s) in the same order as in the book. Publication year. Book title: subtitle. Publisher, place of publication. Total number of pages (pp).

Example:

Beletsky, L. 1996. The red-winged blackbird : the biology of a strongly polygenous songbird. Academic press, London. 314 pp.

Web page or web site

Last name(s), initial(s) of the author(s) in the same order as on the webpage/site*. Publication or last updated date. Title. [URL-address]. Accession date.

Example:

Little, J.W. and Parker, R. 2010. How to read a scientific paper. [http://www.owl.net.rice.edu/~cainproj/courses/HowToReadSciArticle.pdf]. Accessed August 24, 2011.

The bibliography list should be made strictly in alphabetical order of the name of the authors. These references should be reflected in the chapters.

Title Page (Sample)

**THE TITLE OF THE REPORT ON THE FIRST PAGE
SHOULD LOOK LIKE THIS**

Report submitted to
Institute of Aeronautical Engineering, Hyderabad

*for the award of the degree
of*

Master of Technology
in
<Department Name>
with Specialization in
<Department Specialization>

by

<Student Name>
<Roll Number>



Department of *<Name of the Department>*
INSTITUTE OF AERONAUTICAL ENGINEERING
(Autonomous)
Dundigal, Hyderabad - 500043, Telangana

September, 2018



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DECLARATION

I certify that

- a. The work contained in this report is original and has been done by me under the guidance of my supervisor(s).
- b. The work has not been submitted to any other Institute for any degree or diploma.
- c. I have followed the guidelines provided by the Institute in preparing the report.
- d. I have conformed to the norms and guidelines given in the Ethical Code of Conduct of the Institute.
- e. Whenever I have used materials (data, theoretical analysis, figures, and text) from other sources, I have given due credit to them by citing them in the text of the report and giving their details in the references.

Signature of the Student



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CERTIFICATE

This is to certify that the Dissertation Report entitled, “Title of the Project” submitted by Mr./Ms. “Name of the Student and roll number” to Institute of Aeronautical Engineering, Hyderabad, is a record of bonafide project work carried out by him/her under my supervision and guidance and is worthy of consideration for the award of the degree of Master of Technology in Computer Science and Engineering with Specialization in “Specialization Name” of the Institute.

**Approved by Supervisor
Name of the Supervisor & Designation**

Forwarded by

**Principal Signature
Name and Designation (Seal)**

**Head of the Department
Name and Designation (Seal)**

EXTERNAL EXAMINER