

PROPOSAL CONTENTS

- Cover Page
- Title Page
- Abstract
- Acknowledgement (*Optional*)
- Table of Contents
- List of Figures (*if any*)
- List of Tables (*if any*)
- Abbreviations (*if any*)
- Symbols (*if any*)
- Chapter 1: Introduction
 - 1.1 Background
 - 1.2 Problem Statement
 - 1.3 Objective
 - 1.4 Application
 - 1.5 Features
 - 1.6 Feasibility Analysis
 - 1.6.1 Economic Feasibility
 - 1.6.2 Technical Feasibility
 - 1.6.3 Operational Feasibility
 - 1.7 System Requirements
(For Development/Implementation)
 - 1.7.1 Software Requirements
 - 1.7.2 Hardware Requirements
- Chapter 2: Literature Review
 - 2.1 ...
 - 2.2 ...
- Chapter 3: ... <Related Theory> (*Optional*)
 - 3.1 ...
 - 3.2 ...
- Chapter 4: Methodology
 - 4.1 Algorithms & Flowcharts
 - 4.2 System Designs and Block Diagrams
 - 4.3 Software Development Models (*for BCT*)
- Chapter 5: Expected Output
 - 5.1 Budget Analysis(*Compulsory for BEX*)
 - 5.2 Work Schedule
- References [with Citations, IEEE format]
- Bibliography (*Optional*)
- Appendices (*Optional*)

MID-TERM/FINAL REPORT CONTENTS

- Cover Page
- Title Page
- Copyright Page (*Only for Final Black Book*)
- Approval Letter (*Only for Final Black Book*)
- Abstract
- Acknowledgement (*Optional*)
- Table of Contents
- List of Figures (*if any*)
- List of Tables (*if any*)
- Abbreviations (*if any*)
- Symbols (*if any*)
- Chapter 1: Introduction
 - 1.1 Background
 - 1.2 Problem Statement
 - 1.3 Objective
 - 1.4 Application
 - 1.5 Features
 - 1.6 Feasibility Analysis
 - 1.6.1 Economic Feasibility
 - 1.6.2 Technical Feasibility
 - 1.6.3 Operational Feasibility
 - 1.7 System Requirements
(For Development/Implementation)
 - 1.7.1 Software Requirements
 - 1.7.2 Hardware Requirements
- Chapter 2: Literature Review
 - 2.1 ...
 - 2.2 ...
- Chapter 3: ... <Related Theory> (*Optional*)
 - 3.1 ...
 - 3.2 ...
- Chapter 4: Methodology
 - 4.1 Algorithms & Flowcharts
 - 4.2 System Designs and Block Diagrams
 - 4.3 Software Development Models (*for BCT*)
- Chapter 5: Results and Discussion
 - 5.1 Output <Related discussion>
 - 5.2 Work Completed
 - 5.3 Work Remaining
 - 5.4 Limitations (*Only for Pre-Final and Final*)
 - 5.5 Problems Faced
 - 5.6 Budget Analysis(*Compulsory for BEX*)
 - 5.7 Work Schedule
- Chapter 6: Conclusion and Future Enhancement
(*Only for Pre-Final and Final*)
 - 6.1 Conclusion
 - 6.2 Scope for Future Enhancement
- References [with Citations, IEEE format]
- Bibliography (*Optional*)
- Appendices (*Optional*)

Guidelines for Report Writing

Font: Times New Roman

Normal Text Size: 12pt

Chapter Heading Size (Heading 1): 16pt, Bold, Left Aligned

Heading 2: 14pt, Bold

Heading 3: 13pt, Bold

Heading 4: 12pt, Bold

Page Margin:

Left margin: 1.5in

Right, Top and Bottom margins: 1in

Spacing:

Line Spacing: 1.5pt

Paragraph spacing (after paragraph): 18pt

Alignments:

Normal Text alignment: Justify

Headings: Left Aligned

Page numbering:

- No page number in cover page and title page
- Pages after title page till the page before *Introduction* should be in lowercase roman numerals.
(i, ii, iii ...)
- All Pages after *Introduction* should be in Arabic numerals. (1, 2, 3 ...)
- Page numbers must be at the bottom of the page (center aligned)

Figures, Tables and Equations

- Figures, Tables and equations must be clear and center aligned
- Caption of figures should be below the figure
- Caption of tables should be above the table
- Caption of equations should be right aligned on the same line of the equation
- Figures, tables and equations should be numbered chapter-wise including the chapter number. (eg. 1.1, 2.1, 2.2 ...)
- There must be some text referring to every figure, table and equation included in the report.

Reference and Citation

- Must follow IEEE format
[<https://www.ieee.org/documents/ieeecitationref.pdf>]
[<http://www.ijssst.info/info/IEEE-Citation-StyleGuide.pdf>]
- Citations and references must be numerically ordered. (ie. Add the reference as its text appears in the document.)

*** Use of Latex for report preparation is preferred.**