Project Report Format Guidelines

The guidelines prescribed in this file are intended to be followed by B.Tech. Civil Engineering students for preparing their report. A project report should contain the following items in the sequence as prescribed:

Title page
Certificate
Acknowledgements
Abstract
Table of contents
List of figures
List of tables
Chapter 1. Introduction
Chapter 2. Background and Literature Review
Chapter 3. Work Carried Out
Chapter 4. Experimental Results and Comparison **Chapter 5**. Conclusion and Future Scope.
References

General Format Guidelines

Page Size: A4

Margins: Left-1.25", Right-1.0", Top-1.0", Bottom-1.0"

Chapter Name: Bold – 20 points – Times New Roman, Right Aligned

Main Headings: Bold – 14 points – Time New Roman – Left Aligned

Sub Headings: 14 points – Times New Roman – Left Aligned

Main body: Normal – 12 points – Times New Roman – Justified

Line spacing: 1.5

Page Numbers: Normal – 12 points – Times New Roman – Bottom Right Aligned

References: IEEE format

Project Binding: Hard Bound , Colour(**Black**)

Header: Italic –10 points – Times New Roman without title page every page should have header "*Project Title | Year"*

Footer: Italic – 10 points – Times New Roman without title page every page should have footer *"Department of Civil Engineering, IUST Awantipora, J&K"*

The format of title page, table of contents, list of figures, list of tables, certificate, acknowledgements, abstract, chapter and references are given in this file.

PROJECT REPORT

On

Project Title

Submitted in partial fulfilment of the requirement for the award of the degree of

BACHELOR OF TECHNOLOGY

IN

CIVIL ENGINEERING

BY

Name of Candidate	**Roll No.**
Name of Candidate	**Roll No.**
Name of Candidate	**Roll No.**
Name of Candidate	**Roll No.**
Name of Candidate	**Roll No.**

DEPARTMENT OF CIVIL ENGINEERING

ISLAMIC UNIVERSITY OF SCIENCE AND TECHNOLOGY
Awantipora 192122 (INDIA)

DEPARTMENT OF CIVIL ENGINEERING

ISLAMIC UNIVERSITY OF SCIENCE AND TECHNOLOGY
Awantipora 192122 (INDIA)

CERTIFICATE

I/We hereby certify that the work which has being carried out in this project entitled **"Title of the Project"**, in partial fulfilment of the requirement for the award of degree of "Bachelors of Technology in Civil Engineering" submitted to Department of Civil Engineering, Islamic University of Science and Technology, Awantipora is an authentic record of my/our own work carried out under the supervision of "Name of the Guide"

Name of Candidate	Roll No.
Name of Candidate	Roll No.
Name of Candidate	Roll No.
Name of Candidate	Roll No.
Name of Candidate	Roll No.

This is to certify that the statements made above by the candidate(s) are correct and true to the best of my knowledge.

Project Guide	**Project Coordinator**	**Head of the Department**
(Name of the guide)	**(Name of the Coordinator)**	**(Name of the HoD)**

DEPARTMENT OF CIVIL ENGINEERING

ISLAMIC UNIVERSITY OF SCIENCE AND TECHNOLOGY
Awantipora 192122 (INDIA)

ACKNOWLEDGEMENT

It is usual to thank those individuals who have provided particularly useful assistance, technical or otherwise, during your project. Your supervisor will obviously be pleased to be acknowledged as he or she will have invested quite a lot of time overseeing your progress.

Name of Candidate Roll No.

Name of Candidate Roll No.

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Name of Candidate Roll No.

Name of Candidate Roll No.

ABSTRACT

The **abstract** is a very brief summary **of** the Project report's contents. It should be about half a page long. Somebody unfamiliar with your project should have a good idea of what it's about having read the abstract alone and will know whether it will be of interest to them.

This should list the main chapters and (sub) sections of your report. Choose self-explanatory chapter and section titles and use 1.5 spacing for clarity. Include page numbers indicating where each chapter/section begins. Try to avoid too many levels of subheading – three is sufficient

Table of Contents

List of Figures

List of Tables

1. Introduction

This is one of the most important components of the report. It should begin with a clear statement of what the project is about so that the nature and scope of the project can be understood by a lay reader. It should summarise everything you set out to achieve, provide a clear summary of the project's background, relevance and main contributions

2. Background and Literature Survey

The background and literature survey section of the report should set the project into context and give the proposed layout for achieving the project goals. When referring to other pieces of work, cite the sources where they are referred to or used, rather than just listing them at the end.

3. Work Carried Out

The central part of the report usually consists of the technical work undertaken during the project. It can reflect the chronological development of the project, e.g. design, implementation, experimentation, optimisation, evaluation etc. It should also document any interesting problems with, or features of, your implementation. Integration and testing are also important to discuss in some cases. You need to discuss the content of this section thoroughly with your supervisor.

4. Experimental Results and Comparison

It is extremely important that you evaluate what you have done both in absolute terms and in comparison with existing techniques, software, hardware etc. This might involve quantitative evaluation and qualitative evaluation such as expressibility, functionality, ease-of-use etc. At some point you should also evaluate the strengths and weaknesses of what you have done. Avoid statements like "The project has been a complete success and we have solved all the problems associated with ...! It is important to understand that there is no such thing as a perfect project. Even the very best pieces of work have their limitations and you are expected to provide a proper critical appraisal of what you have done.

5. Conclusion, Summary and Future Scope

The project's conclusions should list the things which have been learnt as a result of the work you have done. It is common to finish the report by listing ways in which the project can be taken further. This might, for example, be a plan for doing the project better if you had a chance to do it again, turning the project deliverables into a more polished end product.

References

This consists of a list of all the books, articles, manuals etc. used in the project and referred to in the report. You should provide enough information to allow the reader to find the source.

The template will number citations consecutively within brackets [1]. The sentence punctuation follows the bracket [2]. Refer simply to the reference number, as in [3]—do not use "Ref. [3]" or "reference [3]" except at the beginning of a sentence: "Reference [3] was the first ..."

Number footnotes separately in superscripts. Place the actual footnote at the bottom of the column in which it was cited. Do not put footnotes in the reference list. Use letters for table footnotes.

Unless there are three authors or more give all authors' names; do not use "et al.". Capitalize only the first word in a paper title, except for proper nouns and element symbols.

For papers published in translation journals, please give the English citation first, followed by the original foreign-language citation [4].

[1] G. Eason, B. Noble, and I.N. Sneddon, "On certain integrals of Lipschitz-Hankel type involving products of Bessel functions," Phil. Trans. Roy. Soc. London, vol. A247, pp. 529-551, April 1955. (*references*)

[2] J. Clerk Maxwell, A Treatise on Electricity and Magnetism, 3rd ed., vol. 2. Oxford: Clarendon, 1892, pp.68-73.

[3] I.S. Jacobs and C.P. Bean, "Fine particles, thin films and exchange anisotropy," in Magnetism, vol. III, G.T. Rado and H. Suhl, Eds. New York: Academic, 1963, pp. 271-350.

[4] Y. Yorozu, M. Hirano, K. Oka, and Y. Tagawa, "Electron spectroscopy studies on magneto-optical media and plastic substrate interface," IEEE Transl. J. Magn. Japan, vol. 2, pp. 740-741, August 1987 [Digests 9th Annual Conf. Magnetics Japan, p. 301, 1982].

[5] M. Young, The Technical Writer's Handbook. Mill Valley, CA: University Science, 1989.