

## Project / Dissertation – Work –Guidelines

- Project work is a special course and will be of 4 Credits. This involves application of knowledge in solving/ analyzing /exploring different real life situations and problems
- Subject specific project work should be handled with a view to develop creative thinking, team spirit and skill.
- Project Work should be assigned to a group of 5 students and concerned subject teachers will be their mentor.
- Students must maintain regular contact with their supervisor and they should provide drafts of their work at regular intervals.
- Each project work of a student carries 100 marks total to fulfil the partial requirement for award of the degree at semester VI of undergraduate studies.
- Students should submit the project report in the form of dissertation which carries 75 marks.
- Evaluation of the project work is done by an External and Internal Examiners, Viva voce examination (Seminar presentation) is given by each student which carries 25Marks.
- One project work of 4 credits is to be completed. Group of 5 students can select any one of the three core subjects.

Ex: Students of course with subjects (B.Z.C) Botany, Zoology, Chemistry can select project work from any one of the subject. A group of 5 students can be assigned a project work in Botany another group (5) can be assigned in Zoology/ Chemistry same in the case of M.P.C, M.P.Cs or B.A HEP, EPP, B.B.A etc.

- For B.Com. students, Separate guidelines are included in their Syllabus

- A project work can be research & analysis of new things or collection and analysis of data though scientific evaluation.
- If the facilities available at college level are not sufficient enough to carry out project work, then the students can opt for an optional paper (in place of project work) as prescribed by the BOS in the syllabus.
- A student has to understand the subject broadly, choose a topic of interest, collect literature related, understand basic principle, select a locally applicable topic, summarize three years of knowledge, analyse data and draw conclusions. In all these endeavours concerned teacher shall act as supervisor.

### **Project Report:**

- A project report should be presented in following sequence.  
1. Title Page 2. Student Declaration 3. Supervisor certificate 4. Acknowledgment 5. Abstract 6. Table of Content 7. List of tables / figures 8. Bibliography /References

### **Chapter Design**

1. **Chapter – 1: Introduction** - This includes introduction to the research problem selected, importance (National/International), hypotheses, objectives etc.
2. **Chapter – 2: Literature Collection (B.A; BBA)/Materials & Methods(B.Sc.)**  
This includes discussions on present status of problem and collection of Data from reliable resources etc. (or)  
This includes the experimentation part where detailed description of standard methods and material used are explained.
3. **Chapter – 3: Data analysis & interpretation / Results & Discussions**  
This includes analysis of data collected using various statistical methods and representations in the form of tables & graph, draw the inferences from the analysis.  
(or)  
This includes experimentation results analysis by standard & applicable statistical methods and drawing suitable inferences in connection with already done work.
4. **Chapter – 4: Summary & Conclusions**  
This includes summarizing the overview, conclusions, implications and recommendations from project work and also scope for further research.

5. **Bibliography / References:**

List of Books, Research articles, websites, databases etc., that are referred to carry out the project work are presented, following standard referencing styles.

6. **Appendices:** This is included if required and could not be included in any of the above chapters.

Students & supervisors may follow the above pattern for designing the project work or they may make minor changes of above as per the requirements.

**Technical:**

- Project work should be typed in A4 White Paper, 1.5 Spaced with Times New Roman of 12 fonts Size.
- Printing may be one side or two sided as applicable.
- All Pages are to be numbered at bottom of page including figures and tables pages.
- All figures & tables are to be numbered consecutively and same is to be referred in running matter.
- All written part should be original and not copied. Plagiarism check is suggested. Proper referencing is necessary when quoted.
- All project reports are to be submitted at the time of examinations in the form of thesis binding (Not spiral binding)
- Each student will submit one copies of thesis of their project report.
- Each group (05) will submit two copies of thesis binding, one for the college and one for the University. (i.e., a group should submit 5+2 copies)
- At the end of semester VI, project reports will be evaluated by external and internal examiner or as designated by the Controller of Exams. Examiners will evaluate project reports for a maximum of 75 marks and conduct of Viva Voce examination for 25 marks.
- Examiner should examine the project report for analysis on the topic chosen, hypothesis, data collections, material methods used, presentation style, graphics, tables, figures, charts and statistical tools used, analysis and conclusions/inferences drawn out of work and Bibliography (Referencing) etc.,
- Care should be taken by the supervisors to ensure that copying of earlier projects completed in the college or from other colleges is not done. In case of such discrepancies, examiner can cancel the work, showing appropriate proof of plagiarism.

**Project Examination**

**Max. Marks: 100**

1. Project Report.	75 M
2. Seminar Presentation	25 M

Sd/-  
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