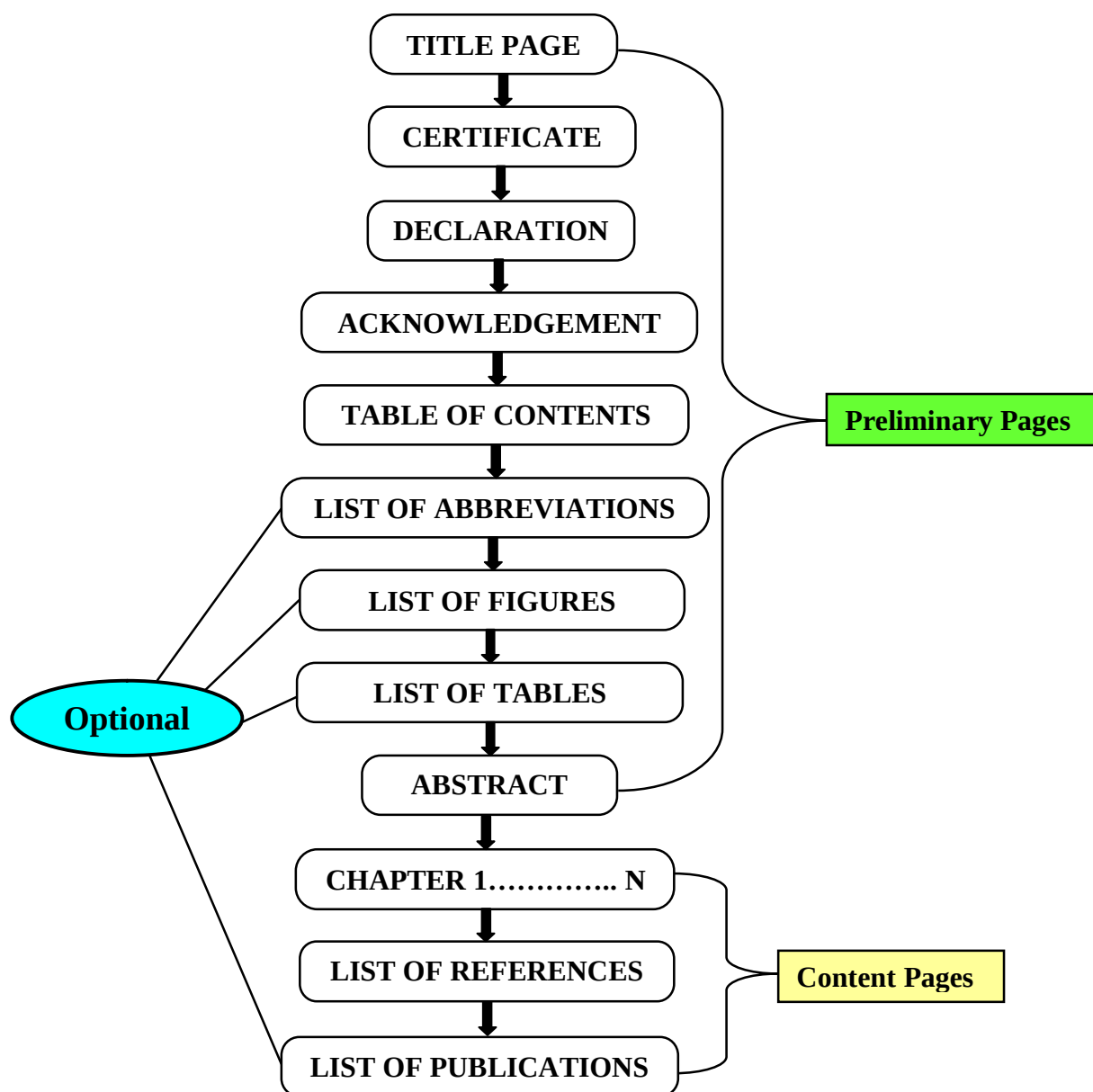


GUIDELINES FOR PROJECT REPORT WRITING OF UG & PG COURSES



Department of Computer Science and Information Technology
Cotton University, Guwahati-01
June 2022

Structure of Project Report



1. Preliminary Pages

TITLE PAGE

It is the first page of the project report. Try to find a title that clearly describes the project work you have done and be as precise as possible [Capital Letter, font style: Times New Roman, font-size: 16 (Bold)]. You have to mention your name, name of the Department (i.e. Department of CS & IT), name of the university (Cotton University, Guwahati-01), month and year of submission of the report in the page [all those above will be centre alignment, Capital Letter, font style: Times New Roman, font-size: 14]. [Check Annexure – I]

CERTIFICATE PAGES

In the second page of the report. There should be a Certificate page of standard format signed by the supervisor and Head of the Department with date and seal. [Check Annexure – II]

In the third page of the report. There should be a Certificate page of standard format signed by the Internal Examiner and External Examiner. [Check Annexure – IIA]

It is the fourth page of the report. You may attach a forwarding certificate or certificate issued by other organization or institution. It is optional.

DECLARATION PAGE

It is the fifth page of the report. It should be declared by the student him/herself. (Check Annexure – III)

ACKNOWLEDGEMENT PAGE

It is the sixth page of the report. It should be written by the student him/herself. (Check Annexure – IV)

TABLE OF CONTENTS PAGE

It will start from seventh pages. Student may use Tabular format for writing the Table of Contents. An example of the Table of Contents is shown in page no. 3

TABLE OF CONTENTS

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6. RESULT AND DISCUSSION - - - - -	26-30
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Note: The Table of Contents may be different based on the Project Work.

LIST OF ABBREVIATIONS

The list of abbreviations should be in alphabetical order as shown below. Student may use Tabular format to write the abbreviations for good designing.

Short Form	Full Form
ANN	: Artificial Neural Network
DFD	: Dataflow Diagram
MT	: Machine Translation

LIST OF FIGURES

Figures should be numbered and captioned. Each figure should be numbered using a two-level system like (Chapter no.)(Figure no.). Student may use Tabular format to write the list of figures for good designing. An example of List of Figures is shown as below:

Figure No.	Name of Figure	Page No.
1.1	Name of the Figure.	2
1.2	Name of the Figure.	10
2.1	Name of the Figure.	16
3.1	Name of the Figure.	20

LIST OF TABLES

Tables should be numbered and captioned. Each table should be numbered using a two-level system like (Chapter no.)(Table no.). Student may use Tabular format to write the List of Tables for good designing. An example of List of Tables is shown as below:

Figure No.	Name of Table	Page No.
1.1	Name of the Table.	6
1.2	Name of the Table.	12
2.1	Name of the Table.	20
3.1	Name of the Table.	23
3.2	Name of the Table.	25

ABSTRACT

An abstract is a short summary of your project report or research paper or Dissertation or Thesis. It summarizes the main points of the report. Persons getting interested in the report after reading the title should be able to judge from the abstract whether the report is really interesting for them. So, abstract should be written briefly with (i) Introduction, (ii) Objective and motivation, (iii) Technique or Approach or Methodology used in the system, (iv) Findings or outcomes and (v) conclusion in brief. The abstract should not contain more than one page and should be written within 500 words.

2. Content Pages

CHAPTERS:

The number of Chapters you need and their contents strongly depend on the topic of your selected project work. However, this is your own report and you have to arrange the report according to the flow of overall logic and organization. Each Chapter, section, subsection, etc. should have a title. An identical entry should exist in the Table of Contents. Each Chapter is numbered using Hindu-Arabic numbers like 1, 2, 3, etc. Sections within a Chapter are numbered using a two level system like (Chapter no.).(Section no.); for example, sections in Chapter 1 are numbered as 1.1, 1.2, 1.3, etc. Subsections within a section are numbered using a three-level system like (Chapter no.).(Section no.)(Subsection no.); for example, subsections in Chapter 2, section 2 are numbered as 2.2.1, 2.2.2, 2.2.3, etc.

Organization of the Report (Roughly)

Initial or preliminary Pages (As mentioned above)

Chapter 1: Introduction

[Check Annexure – V]

Chapter 2: Review of Literature or Related Work/Study or Literature Survey

Chapter 3: Software and Hardware Requirements

Chapter 4: System Design

Chapter 5: Methodology (Implementation or Development)

Chapter 6: Results and Discussion

Chapter 5: Conclusions and Future Work

List of References

[Check Annexure – VI]

Appendices (if any)

List of Publications (if any)

3. General Introduction

The project report should be prepared in A-4 size paper. You have to remember that only distinct black print on clean white paper will be reproduced clearly. You have also to observe margin widths and line spacing (1.5). Colors printing of figures are acceptable.

The final project report must be Hard rexine binding for Major Project and Spiral binding for Minor Project. The cover page of the hard rexin binding report must be of Maroon colour (background) and golden colour (text) for PG courses and black colour (background) and white colour (text) for UG courses. The students have to be submitted two or three hard copies [one copy for his/her supervisor (if required), one copy for the departmental library and one copy for student (himself/herself)] and one soft copy in PDF format of the report. The students need to submit the soft copy of the report before the date of final report (hard copy) submission and Viva through the following e-mail address.

- a. E-mail id of his/her Supervisor.
- b. saiful.islam@cottonuniversity.ac.in for future reference.

Description of Major Headings

The major headings should be in lower case with an initial capital letter. You have to use font size: 14, font style Times New Roman (Bold). The headings should appear in the left-hand side of the page. A blank line should be placed before major headings.

Description of Sub-headings

The Sub-subheadings should be in lower case with an initial capital letter. You have to use font size: 12, font style: Times New Roman (Bold). The headings should appear in the left-hand side of the page.

Equations

Equations should be numbered consecutively throughout the text. The equation number should be placed in the right-hand side of the page with parentheses. A blank line should leave before and after the equations.

Summary of Text Formatting

- a. **Font Size:** The text font sizes are to be as below:
 - i. 10 points for subscript, superscript and footnotes.
 - ii. 12 points for body text and sub-headings (Bold).
 - iii. 14 points with bold for Main headings.
 - iv. 14 points for the text of Title Page (Except the Title of the Project), Certificate page, Declaration page and Acknowledgement page.
 - v. 16 points with bold for Title of the Project and Name of the Chapters.
 - vi. 16 points with bold for writing all preliminary pages like Certificate, Declaration, etc.
- b. **Font Style:** You have to type all the text of the report using **Times New Roman** font.
- c. **Line Spacing:** You have to use line spacing 1.5 in the report.
- d. **Alignment:**
 - i. Left for all main and sub-headings.
 - ii. Center for name of the preliminary pages and Chapters.
 - iii. Justify for all texts except name of the preliminary pages and Chapters.

Page Number

Every page of the report other than the Title page, Certificate page, Declaration page, Acknowledgement page and Table of Contents page should be numbered. Pages of the List of Abbreviations, List of Tables, List of Figures and Abstract should be numbered using upper case Roman numbers like I, II, III, IV, V, ...etc. The pages of all the Chapters should be numbered using Hindu-Arabic number like 1, 2, 3, 4, 5... etc.

TITLE OF THE PROJECT

A Project Report Submitted to Cotton University in Partial Fulfillment of the
Requirements for the Degree of
Master of Computer Application (MCA)

In the Department of Computer Science and Information Technology

By

Name of the Student:

Enrollment Number:

Name of Semester:



Under the Guidance of Dr. XXX (**Name of Guide**)

Designation,

Organization Name and Address

DEPARTMENT OF COMPUTER SCIENCE AND IT

COTTON UNIVERSITY, GUWAHATI

ASSAM-781001, INDIA

JULY 2022



DEPARTMENT OF COMPUTER SCIENCE AND IT
COTTON UNIVERSITY, GUWAHATI-781001

Website: <http://cottonuniversity.ac.in>

Phone No.: 0361-2608074

Date:.....

CERTIFICATE

This is to certify that the project entitled “***Title of the Project Work***” submitted by **Name of Student** for the award of the degree of **Master of Computer Application (MCA)** in the Department of Computer Science and Information Technology is the outcome of a bona fide project work under my/our supervision. This work has not been submitted previously for any other degree of this or any other University. It is further certified that the candidate has complied with all the formalities as per the requirements of Cotton University, Guwahati-01. I/We recommend that the project report may be accepted in partial fulfillment of the requirements for the degree of MCA of this University.

Name of the Guide

Supervisor,
Dept. of Computer Science and IT,
Cotton University, Guwahati-01
Assam, India

Name of the HoD

Head of the Department,
Dept. of Computer Science and IT,
Cotton University, Guwahati-01
Assam, India



DEPARTMENT OF COMPUTER SCIENCE AND IT
COTTON UNIVERSITY, GUWAHATI-781001

Website: <http://cottonuniversity.ac.in>

Phone No.: 0361-2608074

Date:.....

CERTIFICATE

The Project Report entitled “**NAME OF THE PROJECT REPORT**” submitted by **Name of Student (Enrollment Number)** in partial fulfillment of requirements for the degree of **Master of Computer Application (MCA)** of Cotton University has been examined.

Signature of Internal Examiner

Date:

Place:

Signature of External Examiner

Date:

Place:

Students may attach here a Forwarding Certificate or Certificate Issued by other Organization or Institution (It is optional only for UG courses)

Annexure-III

DECLARATION

I, **Name of Student**, bearing MCA Enrollment No.:MCA2065001 hereby declare that the subject matter of the project entitled ***“Title of the Project Work”*** is the record of work done by me under the guidance of Name of the Guide, Department of Computer Science and Information Technology, Cotton University, Guwahati-01, Assam. I further declare that the contents of this project report did not form the basis for the award of any degree to me or to anybody else to the best of my knowledge. The report has not been submitted to any other University or Institution. This report is being submitted to Cotton University, Guwahati-01 for the degree of MCA in the Department of Computer Science and Information Technology.

Place:
Date:

(Name of the Student)
MCA X Semester
Enrollment No.: MCAxxxxxxx
Dept. of Computer Science and IT
Cotton University, Guwahati-01

Annexure-IV**ACKNOWLEDGEMENTS**

Student may write this portion his/her own accordingly

OR

Student may also write this portion as shown below:

I am extremely grateful to my supervisor respected **Name of his/her Guide**, Department of Computer Science and Information Technology, Cotton University, Guwahati-01 for his valuable advice, encouragement, endless support and guidance with patience during the course of my project work and write up this project report.

I would like to express my sincere gratitude to the Head of the Department, all the faculty members, students, non-teaching staff and office staff members of the Department of Computer Science and Information Technology, Cotton University, Guwahati-01 for their help and moral support in various forms during the course of my project work

I remember forever my father [Name of his/her father] for all his motivation and help to reach a greater position in my life. I am also very much thankful to my mother and other family members for their infinite love, motivation, suggestions and supports.

Name of the Student

Enrollment No.

CHAPTER 1

INTRODUCTION

1.1 Machine Translation

Machine Translation (MT) is defined as a system or technique that automatically translates texts from a source natural language to target natural language using machines, such as Computer, Tablet and Smartphone [1].

1.1.1 History of MT

MT was the first computer-based application related to natural languages. After the birth of electronic calculators or ENIAC (Electrical Numerical Integrator and Calculator), the idea of using a computer to translate natural languages was proposed. The history of MT is classified into five stages [5, 6].

Annexure-VI

List of References

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JJDus
3/6/2022

Signature of HoD

Dept. of Computer Science & IT
Cotton University, Guwahati-01

Head,
Department of
Computer Science & IT
Cotton University, Ghy-1