

# **M.P. Bhoj (Open) University, Bhopal**

## **Guidelines for submission of MCA/M.Sc(CS),/M.Sc(IT) Major Project**

All the candidates of MCA/M.Sc(CS),/M.Sc(IT) final project are required to submit a project report based on the work done by him/her during the project period.

### **THE GUIDE**

The Guide for MCA/M.Sc(CS),/M.Sc(IT) would be a person having MCA/B. Tech with 5 years experience in IT.

A guide cannot guide more than three projects of MPBOU at a given time.

### **SUMMARY/ABSTRACT**

All students must submit a proposal /brief summary/abstract of project to get the prior permission to concern regional Director of the University. After get the approval of Project by University he/she should work on it .

### **The following suggested guidelines must be followed in preparing the Final project Report:**

Good quality white executive bond paper A4 size should be used for typing and duplication. Care should be taken to avoid smudging while duplicating the copies.

Page Specification :(Written paper and source code)

Left margin - 3.0 cms

Right margin- 2.0 cms

Top margin 2.54 cms

Bottom margin 2.54 cms

Page numbers - All text pages as well as Program source code listing should be numbered at the bottom center of the pages.

**Normal Body Text: Font Size:** 12, Times New Roman, Double Spacing, Justified. 6 point above and below para spacing

**Paragraph Heading Font Size:** 14, Times New Roman, Underlined, Left Aligned. 12 point above & below spacing.

**Chapter Heading Font Size:** 20, Times New Roman, Centre Aligned, 30 point above and below spacing.

**Coding Font size :** 10, Courier New, Normal

**Submission of Project Report to the University :** The student will submit his/her project report in the prescribed format. The Project Report should include:

- One hard Copy of the Project Report.
- Soft copy of project on CD in a thick envelope pasted inside of the back cover of the project report.

## **FORMAT OF THE STUDENT PROJECT REPORT ON COMPLETION OF THE PROJECT**

1. Cover Page as per format
2. Acknowledgement
3. Certificate of the project guide
4. Certificate of the Company/Organization (for direct candidates)
5. Main Report
  - Objective & Scope of the Project
  - Theoretical Background
  - Definition of Problem
  - System Analysis & Design vis-a-vis User Requirements
  - System Planning (PERT Chart)
  - Methodology adopted, System Implementation & Details of Hardware & Software used
  - System Maintenance & Evaluation
  - Cost and benefit Analysis
  - Detailed Life Cycle of the Project
    - ERD, DFD
    - Input and Output Screen Design
    - Process involved
    - Methodology used for testing:
    - Test Report, Printout of the Reports, Printout of the Code Sheet
  - User/Operational Manual - including security aspects, access rights, back up, controls, etc.

### **Annexure:**

1. Brief background of the organisation where the student has developed the project.
2. Data Dictionary (This should give a catalogue of the data elements used in the system / sub system developed. The following are the details required. Write NA if NOT applicable :  
Data Name ,  
Aliases, if any  
Length (Size) Type,  
Numeric, Alpha, Binary etc.
3. List of abbreviations, Figures, Tables
4. References
  - Bibliography
  - Website
5. Soft copy of the project on CD/Floppy

Guide Name  
Full Address

### **CERTIFICATE**

This is to certify that this project entitled “ xxxxxxx xxxxxx xxxxxx xxxxx xxxxx xxx” submitted in partial fulfillment of the degree of MASTER IN SCIENCE (Computer Science) to the M.P. Bhoj (Open) University, Bhopal , done by Mr./Ms. \_\_\_\_\_, Roll No. \_\_\_\_\_ is an authentic work carried out by him/her at \_\_\_\_\_ under my guidance. The matter embodied in this project work has not been submitted earlier for award of any degree or diploma to the best of my knowledge and belief.

Signature of the student

Signature of the Guide

### **SELF CERTIFICATE**

This is to certify that the dissertation/project report entitled “ \_\_\_\_\_ ” is done by me is an authentic work carried out for the partial fulfillment of the requirements for the award of the degree of M.Sc in Computer Science under the guidance of \_\_\_\_\_. The matter embodied in this project work has not been submitted earlier for award of any degree or diploma to the best of my knowledge and belief.

Signature of the student  
Name of the Student  
Roll No.  
Regional Centre Name