

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

## Guidelines for submission of MCA,

## /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.


  
कुलसचिव  
म.प्र. भोज (मुक्त) विश्वविद्यालय  
राजाभोज मार्ग (कोलार रोड)  
भोपाल

## **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

  
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राजाभोज मार्ग (कोलार रोड)  
भोपाल

Guide Name  
Full Address

### **CERTIFICATE**

This is to certify that this project entitled “ xxxxxx xxxxxx xxxxxx xxxxxx xxxxxx ” 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

  
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- The continuous internal assessment in each of the Practical courses under Groups D (**except Project Work**) will be as given in Table below :

**Table - 1**


| Group D : Practical Courses                            | Total | (I) For Practical works as recorded in the <i>Practical Record</i> (M. Marks allotted) | (II) performance <i>Test</i> during the contact programmes (M. Marks allotted) |
|--|-------|--|--|
| <b>F-1 Non-Disability Area</b>                         |       |  |  |
| SEPG-01-01   | 48    | 18   | 30   |
| SEPG-01-02   | 18    | 8  | 10   |
| SEPG-01-03   | 18    | 8  | 10   |
| SEPG-01-04   | 18    | 8  | 10   |
| SEPG-01-05   | 18    | 8  | 10   |
| SECD-01-06   | 18    | 8  | 10   |
| SECD-01-07   | 18    | 8  | 10   |
| SECD-01-08   | 18    | 8  | 10   |
| SECD-01-09   | 18    | 8  | 10   |
| <b>SEPB-01: Adaptive skill and Aids and Appliances</b> | 18    | 8  | 10   |
| <b>F-2 Disability Area</b>                             |       |  |  |
| SEP VI/MR/Hi/LD-01                                     | 60    | 20   | 40   |
| SEP VI/MR/Hi/LD-02                                     | 60    | 20   | 40   |
| SEP VI/MR/Hi/LD-03                                     | 60    | 20   | 40   |
| SEP VI/MR/Hi/LD-04                                     | 60    | 20   | 40   |
| SEP VI/MR/Hi/LD-05                                     | 60    | 20   | 40   |

**In Project Course, SECD-01-10 & SECD-01-11, Project Work** (Process, Community Contact and Report) - *the continuous assessment* will be based on the following parameters:

- Report of the Project Work (Practical Record):*
  - Selection of Title of the Project.
  - Standard of Community Survey.
  - Structure of the Report.
  - Attitude towards community.
  - Interpretation of Results.
  - Quality of Report.
  - Creativity in the preparation of Teaching Aid, if any.
  - Functional utility of the Report.
- Oral Test*
  - Assessment of Project work and interview with the Candidates during contact session.

120 Marks

80 Marks

  
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