

# INSTRUCTIONS AND GUIDELINES TO PREPARE PROJECT REPORT (FOR BOTH UG & PG)

The following sequence of topics to be maintained in the Project Report:

- **Title Page**
- **Bonafide Certificate**  
Bonafide from the place where the work is carried out, on their letter head
- **Declaration**
- **Acknowledgement**
- **Abstract**
- **Contents** with page numbers
- List of Abbreviations, if applicable
- List of figures & list of tables
- **Chapter – 1**, Introduction
- **Chapter – 2**, Literature survey
- **Chapter – 3**, Aim and Scope of the present investigation
- **Chapter – 4, Experimental or materials and methods; algorithms used**
- **Chapter – 5, Results and Discussion, Performance Analysis**
- **Chapter – 6, Summary and Conclusions**
- **References (in the alphabetic order only)**
  - ✓ for Journals – name of authors(name followed by initial), paper title, journal name, volumenumber, year of publication, page numbers - starting and ending.
  - ✓ For Books – name of author (name followed by initial), title, name of editor,publisher, year, and page numbers.
  - ✓ Valid internet articles.

- **Sub chapters should be numbered as follows:**  
Eg. Sub Chapter of chapter 1 should be numbered as Chapter 1.1

**Further sub chapters should be numbered as 1.1.1, 1.1.2 ,....**

**The following font style, size and line spacing to be followed throughout the project report.**

Line space - 1.5  
 Font size - 12  
 Font style - Arial  
 Margin space - Left 3 cm; Right – 2.5 cm; Top- 2.5 cm; and Bottom – 2.5 cm

- **Major headings** – all caps – 14 font size
- **Sub headings** – Heading in caps – 12 font size
- **Further sub headings** – 12 font size, bold, italics
- **Still further sub headings** – 12 font size, italics
- **Figures & tables:** (Numbering should start with each chapterNumber)

Figure – Fig:1.1 : Self descriptive title, 12 font size, italics, bold (should be below the figure)

Table – Table 1.1 : self descriptive title, 12 font size, bold (should be above the table)

- **Page numbers** should be **1,2,3..... and** centered at the bottom of each page, starting from Introduction chapter onwards.
- For Contents, Abstract, List of Abbreviations, List of figures, list of tables – the page numbers should be in the Roman Number **format (i), (ii), (iii).....and centered at the** bottom of the page.

**Note:** Fig 1.1 refers to Figure 1 of chapter 1, Fig 2.2 refers to fig 2 of Chapter 2

**Note :** Table 1.1 refers to Table 1 of Chapter 1, Table 3.2 refers to Table 2 of Chapter 3.

(Format for declaration)

**DECLARATION**

I/We \_\_\_\_\_(Names of the individual Candidate)\_\_\_\_\_ hereby  
declare that the Project Report entitled \_\_\_\_\_  
done by me/us under the guidance of Dr. /Prof./ Mr./Ms.\_\_\_\_\_(Internal) and \_\_\_\_\_(External)  
at \_\_\_\_\_ (Company name  
and address) is submitted in partial fulfillment of the requirements for the award of Bachelor of  
Engineering / Technology degree in \_\_\_\_\_.

**DATE:**

**PLACE:**

**SIGNATURE OF THE CANDIDATE/S**



# SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY

(DEEMED TO BE UNIVERSITY)

CATEGORY-I UNIVERSITY BY UGC

Accredited "A++" Grade by NAAC | 12B Status by UGC | Approved by AICTE

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DEPARTMENT OF \_\_\_\_\_

## **BONAFIDE CERTIFICATE**

This is to certify that this Project Report is the bonafide work of \_\_\_\_\_  
\_\_\_\_\_(Names of each student followed by register Number  
in brackets who have done the Project work as a team **Eg. N.Murali (3611515), M.Kannan  
(3611525)** who carried out the project entitled \_\_\_\_\_  
\_\_\_\_\_” under my / our supervision from \_\_\_\_\_ to  
\_\_\_\_\_.

### **Internal Guide**

(Name in Capital letters  
with Signature)

### **External Guide (if Applicable)**

(Name in Capital letters  
with signature)

### **Head of the Department**

(Name in Capital letters with Seal & Signature)

Submitted for Viva voce Examination held on \_\_\_\_\_

### **Internal Examiner**

(Name in Capital letters  
with Signature)

### **External Examiner**

(Name in Capital letters  
with signature)

## **ACKNOWLEDGEMENT**

**I am pleased to acknowledge my sincere thanks to The Board of Management of Sathyabama Institute of Science and Technology for their encouragement in doing this project and for completing it successfully. I am grateful to them.**

**I convey my thanks to Dr. -----, Dean, School of ----- and Dr.-----  
-----, Head of the Department, Dept. of ----- for providing me necessary support during the progressive reviews.**

**I would like to express my sincere and deep sense of gratitude to my Project Guide Dr./Mr./Ms-----for his/her valuable guidance, suggestions and constant encouragement paved way for the successful completion of my project work.**

**I wish to express my thanks to all Teaching and Non-teaching staff members of the Department of ----- who were helpful in many ways for the completion of the project.**

Cover page

## Title of the project

Submitted in partial fulfillment of the requirements for the award of  
Bachelor of Engineering / Technology degree in \_\_\_\_\_ (Specialization of  
degree)

by

Names of all the students with register Number

Eg. Name 1 (Register No.)  
Name 2 (Register No.)

Institution logo centrally placed



**DEPARTMENT OF MECHANICAL ENGINEERING  
SCHOOL OF MECHANICAL ENGINEERING**

# **SATHYABAMA**

**INSTITUTE OF SCIENCE AND TECHNOLOGY  
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JEPPIAAR NAGAR, RAJIV GANDHI SALAI, CHENNAI - 600 119**

**APRIL - 2024**