

PROJECT REPORT GUIDELINES FOR

**MCA
STUDENTS**




**P G R R CENTRE FOR DISTANCE EDUCATION,
OSMANIA UNIVERSITY, HYDERABAD.
RECOGNISED BY DEB, UGC, NAAC, AICTE**

DIRECTOR

Prof.G.B.REDDY

Attention: MCA III Year (MINI PROJECT)

PROJECT REPORT GUIDELINES

1. PAPER & MARGINS	FONT NAME & SIZE
1. Milky white A-4 size Paper 2. Left and Bottom: 1.5” 3. Top and Right : 1.25”	1. Font Name: Arial (Not Arial Black) 2. Main Headings: Size: 14 (All Caps) Bold (Not underlined)-Center 3. Sub-Headings: Size: 12, Bold 4. Text: Size 12, with character spacing of 1.2pt (expanded)
1. PAGE NO' & LINE SPACING	TITLE PAGE
1. Page Nos: Center of page, Normal numbering 2. New topic on new page 3. Line Spacing: 1.5	Name of the system(UC-Arial-36) Dissertation submitted in partial fulfillment of the requirements for the award of degree(Arial -16) of
3. OTHER SECTIONS	
➤ Title Page copy (Ref-1), Company Certificate (optional) ➤ College Certificate (Ref-2), Acknowledgements ➤ Abstract (Not more than 1.5 Pages), ➤ Contents (Arial-18)	MASTER OF COMPUTER APPLICATIONS (MCA)(Arial-22) By Name (RollNo)(Arial-22, Bold) Name (RollNo)(Arial-22, Bold)
Font selection is optional Suggested fonts are Arial, TimesNewRoman Century Gothic, Helvetica	 OSMANIA UNIVERSITY(Arial-22) Hyderabad(Arial-22) 2024 (Arial-22) Note: (i) Entire text must be centered (ii) Same matter must be present on the title page of hardbound copy

CHAPTERISATION

SECTIONS OF PROJECT REPORT

Documentation Report must follow below Sequence

1. INTRODUCTION-----

2. LITERATURE SURVEY ----- 2

- CONTENTS(Arial-16)
- Main Heading(Arial-14)
- Sub Heading(Arial-12)

INTRODUCTION contains

1. Introduction of the Application
2. Draw backs of existing system
3. Proposed system
4. Or Advantages of the developed system
5. Description of modules (Specially in case of structured approach)

2. ORGANIZATION PROFILE (optional)

3. LITERATURE SURVEY

Literature Survey contains

1. Description of the software Engineering Concepts used
2. Description of Analysis and Design concepts used
3. Description of Tools used
4. Description of Methodology used.
(Don't Prolong it)

4. FEASIBILITY STUDY

- Short Feasibility study Definition
- Description of all the feasibility studies in the following order
 - Economical Feasibility
 - Technical Feasibility
 - Operational Feasibility
- All descriptions followed by definition

All Definitions in Italics only

5. SOFTWARE REQUIREMENTS SPECIFICATION

SRS Continued

- Follow IEEE 830. 1993 Standard
- Add Annexure for
- DFD
- Process Description
- Data Dictionary

Analysis and Design Approach

- SSAD OR OOAD

6. SSAD

- Decomposition Diagram
- DFD
- Structure Chart
- E-R Diagrams
- Data Dictionary

7. OOAD

- Use Case Model
- Use Case Specification-Format
- Activity Diagram
- Identification of Scenarios
- Sequence and Collaboration Diagrams
- Class Diagrams
- State Chart (if needed)
- Component Diagrams
- Deployment Diagrams

8. FORM DESIGNING

All Forms in sequence

9. DATA DICTIONARY

10. TEST CASES

- Can be identified from the Analysis and Design Process.
- Test cases must appear

11. CONCLUSION

BIBLIOGRAPHY

- All references to project based on IEEE format

[1]“PankajJalote”,An Integrated approach to Software Engineering.

Note: Bibliography shouldn't be apart of Contents

Include Citations appropriately

Attention: MCA III SEMESTER (MINI PROJECT)

NATURE OF THE PROJECT

The project work you are taking under may be:-

It may be either developed on primary project (Application that the student is developing) or secondary project (already existing project /updating for existing project / documents etc) or both

PROJECT SUPERVISOR/GUIDE

The project supervisor or guide shall be:-

- a) An academic counsellor of PGRCDE, OU. or
- b) A Member of the Faculty of Department of Computer Science (IT),OU.

SELECTION OF TOPIC:

A student can choose any topic of his/her own choice. In case, they can choose a topic from those areas after consulting their guides.,

SUBMISSION OF THE PROJECT PROPOSAL:

Students have to **finalize the topic** and **synopsis** (of not more than 5 typed pages) of the project in consultation with their Guide and Submit the same along with the duly completed Project Proposal Performa (see Annexure – 2) in triplicate to the Director, **PGRCDE, OU, HYD- 500 007.**

The synopsis you are Submitting should be in the format enclosed (Annexure-3)

Before Submitting the synopsis ensure that:

- 1) It is in the proper format
- 2) Project Proposal Performa, in triplicate , is enclosed.
- 3) Annexure–I duly signed by the Project Guide is enclosed.
- 4) One self addressed envelope is enclosed ‘

COMMUNICATION APPROVAL

A written communication regarding the approval of the synopsis and also the eligibility of the guide (if applicable) will be intimated to the students within four weeks from the last date for submission of the synopsis. Incase the synopsis is not approved, the reasons for the same will be communicated to the students. Such students, whose synopsis is not approved have to resubmit the revised synopsis along with the Project Proposal Performa duly signed by the Project Supervisor and the candidate, to the Director, **PGRCDE, O,U. HYD** within one month from the date of communication as per the date mentioned therein.

PREPARATION AND SUBMISSION OF PROJECT REPORT:-

- a) The Project report may consist of 50 to 100 pages (including the appendices, exhibits etc.) depending on the scope of the topic. (sample project reports are available in **PGRRCDE**, library)
- b) The candidate has to mention the research methodology he/she proposes to follow in the sample selection and collection of data.
- c) The report should be compulsorily be type don't he bond papers in double space.
- d) The project report should contain three certificates :they are:
 - I) The original approval for the synopsis received from the **PGRRCDE,O,U** should been closed to the original report and in the other copies, photocopies of the same should be enclosed.
 - II) Certification given by the Project Guide that the student worked under his / her guidance(**Annexure-III**)
 - III) Declaration by the student stating that the work is an original one and has not been submitted to any University or Institution for the fulfillment of the requirement of a course of study (**Annexure- IV**)
Annexure 3 and 4 have to been closed only to the final Project Report but not to the synopsis.
- e) As the project report will not be returned to the students they are advised to keep one copy of the report for themselves.

EVALUATION OF THE REPORT:

The project report submitted by the candidates will be evaluated by an examiner other than guide.

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The project report submitted by the candidates will be evaluated by an examiner other than guide.

LIST OF TOPICS:

A list of suggested topics is enclosed for your reference (Annexure–V).you can choose any other topical so

LAST DATE FOR THE SUBMISSION OF SYNOPSIS:

Decided by the Director, **PGRRCDE, OU**. (see web site) Synopsis received after the last date will not be accepted

LAST DATE FOR SUBMISSION OF PROJECT REPORT:

Decided by the Director, **PGRRCDE ,OU**.

Submission of the project report is a pre- requisite for writing the final examinations. Your result is not possible without project report submission.

GRADE FOR THE PROJECT WORK:

Letter grades A to D are given for the (**A-excellent,B-Good, C-Satisfactory and D-Unsatisfactory**) Project Report.

VIVA–VOCE EXAMINATION:

The students have to attend Viva – voce Examination after the completion of the year/semester end examinations, which will be based mainly on project work. The Grades for Viva – Voce examination are A to D.

(Excellent ,Good, Satisfactory and Unsatisfactory)

1stCOPY

A N N E X U R E – 1

**OSMANIA UNIVERSITY
PGRRCDE – MCA PROGRAMME
Proforma for Approval of Project Proposal**

(submit three copies)

Enrollment No 094-

Study Center-PGRRCDE,O.U

Name and Address of the student

:

Title of the Project

:

:

Software used in developing Project

Name & Address of the Supervisor

:

Signature of the Student

Signature of the Supervisor

Date _____

Date _____

SIGNATURE
DIRECTOR,PGRRCDE,O.U.

2ND COPY

ANNEXURE – 2

OSMANIA UNIVERSITY
PGRRCDE – MCA PROGRAMME
Proforma for Approval of Project Proposal

(submit three copies)

Enrollment No 094-

Study Center-PGRRCDE,O.U

Name and Address of the student

:

Title of the Project

:

:

Software used in developing Project

Name & Address of the Supervisor

:

Signature of the Student

Signature of the Supervisor

Date _____

Date _____

SIGNATURE
DIRECTOR,PGRRCDE,O.U.

3RDCOPY

A N N E X U R E – 3

**OSMANIA UNIVERSITY
PGRRCDE – MCA PROGRAMME
Proforma for Approval of Project Proposal**

(submit three copies)

Enrollment No 094-

Study Center-PGRRCDE,O.U

Name and Address of the student

:

Title of the Project

:

:

Software used in developing Project

Name & Address of the Supervisor

:

Signature of the Student

Signature of the Supervisor

Date _____

Date _____

SIGNATURE
DIRECTOR,PGRRCDE,O.U.

ANNEXURE-II

Project Synopsis Format

YOUR **SYNOPSIS** SHOULD BE IN THE FOLLOWING FORMAT:

1. Introduction for the study–The Problem
2. Need for the study
3. Objectives of the study
4. Scope of the study
5. Period of the study
6. Application Development Process
7. Limitations of the study
8. Chapter plan
9. References

ANNEXURE–III

CERTIFICATION

This is to certify that the Project Report titled _____
_____ submitted in partial fulfillment for the award of MCA
Programme of PGRRCDE O, U . Hyderabad, was carried out by _____
_____ under my guidance. This has not been submitted to any other
University or Institution for the award of any degree / diploma / certificate.

Name and address of the guide

Signature of the Guide

ANNEXURE–IV DECLARATION

I hereby declare that this Project Report submitted by me to the **PGRRCDE,OU. HYDERABAD**, is a bonafide work undertaken by me and it is not submitted to any other University or Institution for the award of any degree diploma/ certificate or published any time before.

Name and Address of the student

Signature of the student