

Department of Information Technology  
UNSIET VBS PU Jaunpur

**NOTICE**

All the students of Information Technology final year are hereby informed that the project template along with detailed instructions is finalized for our department. The template is available on our website [www.vbspu.ac.in](http://www.vbspu.ac.in). All the students are required to follow the same with immediate effect.



Mr. Prashant Kumar Yadav  
(Project Co-ordinator)  
Deptt. of IT

# Guidelines for Project Report Writing

Follow these guidelines strictly while writing Project Report:

1. Font size
  - Chapter heading size : 16 (Bold) Uppercase
  - Sub Heading e.g. 1.1 : 14 (Bold) Uppercase
  - Subtitles e.g. 1.1.1 : 12 (Bold) titlecase
  - Subtitles e.g. 1.1.1.1 : 12 (Bold) titlecase
  - Text (script) : 12
2. Font : Times New Roman Line Spacing : 1<sup>1/2</sup>
3. Margin:
  1. Left : 1.5 inch
  2. Right : 1 inch
  3. Top : 1 inch
  4. Bottom : 1 Inch
4. There should be uniformity in writing headings and sub-headings in all chapters.
5. Avoid Underlines and colon (:).
6. To indicate a figure, write below the figure and the format should be **Fig. 1.5**.
7. To indicate a Table, write above the Table and the format should be **Table. 1.5**.
8. All the figure caption and table caption should be **12 size, bold and title case**.
9. All the figure and table should be mentioned/referred/explained in the adjoining paragraphs.
10. Always number the equation, Tables and figures chapter wise, for e.g. 4<sup>th</sup> figure in chapter 5 will bear the number **Fig. 5.4**.
11. Never write report in first person i.e. "I will do this" instead write author.....
12. In references and bibliography, the mention of paper should be  
[1] Prashant K. Yadav, Dileep K. Yadav (the names of the authors), "Title",  
Journal or preceding of conference, vol, pp 34-38, month, year of publication
13. The references should be placed in the chapters in the forms as [1], in the order of occurrence.
14. There should be uniformity in writing headings of chapters for e.g.

## CHAPTER 1

### TITLE

15. The sequence of chapter should be like this
  1. Chapter 1 Introduction
  2. Chapter 2 Problem Formulation and proposed work
    - Problem Definition
    - Objectives
    - Proposed work
  3. Chapter 3 Methodology
    - Implementation Strategy (Flowchart, Algorithms etc.)
    - Tools/Hardwares/Softwares to be used
    - Expected outcome (Performance Metrics with detail)
  4. References and Bibliography (It should not be chapter and should be included at the end)

16. There should be a concluding paragraph at the end of each chapter, this paragraph should be the conclusion of that chapter and an introduction to the next chapter.
17. Check the spelling mistakes.
18. A sample of content writing in table of contents is given below. This should be strictly followed in every Chapter.
19. The sequence in the file should be like this:
  - Title Page
  - Student's Declaration
  - Certificate from supervisor
  - Abstract
  - Acknowledgement
  - Table of Contents
  - List of figures
  - List of tables
  - List of Abbreviations
  - Chapters
  - Conclusion
  - References
  - Appendix. (if any)
20. Report should be printed single sided.
21. Starting pages should be Roman numbered without number on Title Page.
22. Project should be hard bounded with Navy Blue color and Black print(engrossed).

# PROJECT TITLE

A Project Report

Submitted in Partial Fulfillment of the Requirement for the Award of the Degree of

## BACHELOR OF TECHNOLOGY (INFORMATION TECHNOLOGY)

To



**VEER BHADUR SINGH PURVANCHAL UNIVERSITY,  
JAUNPUR**

Under the Supervision of

**Supervisor Name**  
Designation

**Submitted By:**

Candidate's Name (Roll.No.)

.....

Candidate's Name (Roll.No.)



**DEPARTMENT OF INFORMATION TECHNOLOGY  
UNSIET VBS PU JAUNPUR**

Month and Year of Submission

## CANDIDATE'S DECLARATION

I/We,.....(Roll. No.), a student of B.Tech. (Information Technology) at **Uma Nath Singh Institute of Engineering and Technology, VBS Purvanchal University, Jaunpur**, declare that the work presented in this project titled “.....”, submitted to **Department of Information Technology** for the award of Bachelor of Technology degree in Information Technology. All the work done in this project is entirely my own except for the reference quoted. To the best of my knowledge, this work has not been submitted to any other university or Institution for award of any degree.

Date:

Place: UNSIET, Jaunpur

Student's Name

B.Tech.(IT)

Roll.No.

# CERTIFICATE

It is certified that, this project entitled “.....”, submitted by ( name 1, name2) in partial fulfillment of the requirement for the award of Bachelor of Technology in Information Technology degree from VBS Purvanchal University, Jaunpur, is record of students own study carried under my/our supervision. This Project report has not been submitted to any other university or institution for the award of any degree.

**Project Guide**  
Name  
Designation

**External Examiner**

Date:  
Place: UNSIET, Jaunpur