



MURUGAPPA POLYTECHNIC COLLEGE

(An Academically Autonomous Institution offering NBA Accredited Diploma Programmes)

Sathyamurthy Nagar, Chennai - 600 062

Managed by AMM Foundation



A MANUAL FOR PREPARATION OF PROJECT REPORT

Prepared By

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**A MANUAL
FOR
PREPARATION OF PROJECT REPORT**

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1. GENERAL

This manual is intended to provide broad guidelines to the students of Diploma programmes in the Preparation of the Project report. This manual facilitates to standardise the project reports in pattern, size and presentation.

2. CONTENTS OF PROJECT REPORT

- Title Page
- Bonafide certificate
- Acknowledgement
- Synopsis:

Synopsis should cover the salient features of project work such as Title of the project, Principle/s involved, Methodology used, Outline of theme of project, Working of project, advantages and Applications of the Project, Cost of the Project, Summary of Results, Conclusions, etc., in an abstract form.

- Schematic / Block diagram
- Contents
- List of Figures
- List of Tables
- List of symbols and abbreviations
- Introduction

Information relevant to the project based on which the project is developed

- Design of project
- Construction / Development of Project
- Testing of Project

- Problems faced and solved
- Costing
- Results
- Conclusions
- References
- Address of project team members
- Appendix

3. NUMBER OF COPIES REQUIRED

- One copy for each student
- One copy for Department
- One copy for Library
- One copy for Guide

(For example if there are 5 students in a project team, 8 copies have to be prepared)

4. NUMBERING OF CHAPTERS, TABLES, FIGURES AND PAGES

4.1 Numbering of Chapters and Division Headings

- Chapter title to be numbered in arabic numerals
(Example: 2 DESIGN OF PROJECT)
- Division headings to be numbered as in the illustrated example
(Example: 2.1 Design Parameters)
- Sub division heading to be numbered as in the illustrated example
(Example: **2.1.1 Specification of the Component**)

4.2 Numbering of Tables and Figures

- Numbering of tables and figures should be given with reference to the chapter number, as illustrated in the example

(Example: Fig. 2.1 Schematic diagram of experimental setup

Table 4.2 Cutting speed for different materials.

4.3 Numbering of Pages

- Numbering of pages to be given from Introduction Chapter onwards in Arabic Numerals, at the bottom of the page, center aligned.
- The preliminary pages of the project report (such as Title page, Bonafide certificate, Acknowledgement, Synopsis, Contents, List of tables etc.,) should be numbered in lower case Roman numerals.

5. TYPING AND BINDING SPECIFICATIONS

5.1 Typing Specifications

- Text should be typed in "**Arial**" font of size 12, in single line spacing in A4 size paper
- Chapter titles should be typed in font size 14, capital and **bold**.
- Division heading should be typed in font size 14 and **bold**.
- Subdivision heading should be typed in font size 12 and **bold**
- Page setup:

| | |
|---------------|-----------------------|
| Left Margin | 30 mm (1.1811 inches) |
| Right Margin | 20 mm (0.7874 inches) |
| Top Margin | 30 mm (1.1811 inches) |
| Bottom Margin | 30 mm (1.1811 inches) |

5.2 BINDING SPECIFICATIONS

- Project report should be bound using flexible cover of thick white art paper.
- The spine for the bound volume should be of Black calico 20-mm width.
- The cover should be printed in Black letters and should be identical of the title page.



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DEPARTMENT OF MECHANICAL ENGINEERING

PROJECT REPORT

ON

DESIGN AND FABRICATION OF PEDAL OPERATED HACKSAW MACHINE

Submitted By

| <u>Name</u> | | <u>Reg. No.</u> |
|-----------------|---|-----------------|
| P.JAIKUMAR | - | 2003906 |
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| R.SUNDHIP KUMAR | - | 2003922 |
| D.M.UMAMAGESH | - | 2003924 |

In partial fulfilment of the requirements for the award of

Diploma in Mechanical Engineering (Sandwich)

Accredited by NBA, AICTE

Under the Guidance of

**Thiru. N.MURUKESAN
Senior Lecturer, Mechanical Engg.**

OCTOBER 2003

MURUGAPPA POLYTECHNIC COLLEGE

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Sathyamurthy Nagar, Chennai - 600 062

DEPARTMENT OF MECHANICAL ENGINEERING

BONAFIDE CERTIFICATE

Certified that this project report entitled **DESIGN AND FABRICATION OF PEDAL OPERATED HACKSAW MACHINE** is the bonafide record of work done by Selvan.P.Jaikumar Registration No. **2003906**, student of Seventh Semester Mechanical Engineering (Sandwich) Diploma Programme, during June 2003 - October 2003 in partial fulfilment of the requirements for the award of Diploma in Mechanical Engineering (Sandwich)

Project Guide

Name:

Date:

Head of the Department

Name:

Date:

Submitted for the End Semester examination held on _____

Internal Examiner

External Examiner