STUDENTS ARE EXPECTED TO FOLLOW BELOW MENTION ORDER / SEQUENCE WHILE WRITING THE RESEARCH PROJECT REPORT

1. Cover Page

2. Inner cover page

3. Certificate from College (College will incorporate)

4. Certificate from Guide (College will incorporate)

5. Certificate from the Company

6. Student Declaration

7. Acknowledgement

8. Index and Table of Contents

9. Chapter I – Background and Introduction

10. Chapter 2 – Research Design

11. Chapter 3 - Company Profile

12. Chapter 4 – Analyses and Interpretation

13. Chapter 5 – Findings, Suggestions and Conclusion

14. Bibliography

15. Annexure

STYLE AND FORMAT OF REPORT WRITING

• Main Titles – Font Size 14 Bold with upper case should be maintained uniformly

• Sub-Titles – Font Size 12 Bold with lower case should be maintained uniformly

• Times New Roman Font 12 Size has should be maintained uniformly

• 1.5 line Spacing should be maintained uniformly

• Content should be justified

• Tables, Charts and Diagram should properly aligned to the page size and sequentially numbered

• All graphs should be in light shades with white background