

DIRECTORATE OF DISTANCE EDUCATION
GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY
HISAR

No.DE-01/ 2014/ _____

Dated: _____

To

The Director,

Subject: *Guidelines for preparation of Synopsis & Thesis/Project for the session 2013-2014.*

This is to inform you that as per the relevant clause in the Prospectus for the session 2013-14, the students of MCA-6th Semester are required to prepare Synopsis & Thesis/Project. The revised guidelines for preparation of the Synopsis & Thesis/Project are supplied herewith.

I am, therefore, directed to request you to kindly supply a copy of the guidelines to all the concerned students of your institute and to forward their synopsis to this office by 31-03-2014 positively for approval of the same by the competent authority. Thereafter, the synopsis shall be accepted upto 15-04-2014 with a late fee of Rs. 500/-. It is further requested that the project report of the students, should be simple tape binding with chart paper as its cover. The colour for the chart paper used as cover should be sky blue. The project report may be submitted to the office in single copy (without CD) in between 15-06-2014 to 30-06-2014 failing which late fee/fine as per University rules will be charged.

It has often been noticed that many students do not follow the principles of preparing a project report and it is primarily because they do not accomplish the report under the guidance of a person having sufficient research experience. In view of this, you are requested to bring this in the notice of the students in their best interest and ensure quality work.

It is also to be noted that no student be given more than TWO chances for submission of Synopsis for approval in a year.

Superintendent (DE)
for Dy. Director (DE)

Encl: As above.

**DIRECTORATE OF DISTANCE EDUCATION
GURU JAMBHESHWAR UNIVERSITY OF SCIENCE &
TECHNOLOGY,
HISAR**

MASTER OF COMPUTER APPLICATIONS PROJECT: GUIDELINES

THINKING UP A PROJECT:

You are expected to come up with your own idea for a Project. A wide range of topics is acceptable so long as there is substantial computing content and Project is predominantly of a practical, problem-solving nature. You might take up an interest which you already have such as Physics, Music or Astronomy and develop a computer application for it. You may do your project in a business organization or in a department. Every student is to take up a project individually. The project is a vehicle for you to demonstrate the required level of competence in computer science.

Start thinking about your project right in the beginning of Vth semester of MCA. If you want to do the project in industrial environment start your correspondence fairly early to find an organization, which is ready to accept you. By the end of Vth semester, you must submit your synopsis in the prescribed format given at the end of these guidelines (at least five or seven pages) along with copy of resume, willingness and proof of working of the supervisor to Dy. Director (Distance Education), Directorate of Distance Education, Guru Jambheshwar University of Science & Technology, Hisar maximum up to 31.03.14. Thereafter, synopsis shall be accepted upto 15.04.2014 with late fee of Rs. 500/- for approval of the competent authority. This must include the Title, Objectives, Methodology (main steps to carry out a project), expected output and organization where you intend to carry out the project. The work on the project/ thesis be started only after approval of synopsis by the University.

ARRANGING SUPERVISION:

When you have an idea of your project, even a tentative one approach a suitable staff member who has interest and expertise in that area. The supervisor may be a person having at least five year of working experience in a reputed organization/industry (attach a proof of working, a copy of his/her resume, his/her willingness along with synopsis) and must have master's degree in Computer discipline or a regular teacher working in Computer discipline in a University/ Govt. Semi Govt./Aided Engineering College/ Institute.

WORKING WITH SUPERVISOR:

The supervisor role is to provide support and encouragement to direct the student's attention to relevant literature, to provide technical assistance occasionally, to read and comment on the draft report and to give guidance on the standard and amount of work required. Supervisor is not responsible to teach any new skills and language required for project work or for arranging any literature or equipment. You are expected to meet at least once a month to your supervisor. Rest you can work out your own level. Formally, you need to submit monthly report of your work. The student, who is content

to carry out their work largely without supervision, should keep their supervisor in touch with what they are doing. A student should not remain silent for months and then appear with a complete project work unknown to supervisor. In such circumstances, the supervisor cannot be counted on to give an automatic seal of his/her approval. If a project produces a piece of software, the supervisor would normally expect to see a demonstration of the software in action.

PROJECT REPORT:

The main purpose of the report is to explain what you did in your project. The reader should be able to see clearly what you set out to do and what you achieved. It should describe the problem addressed and explain why you tackled it in the way you did. It should include your own assessment of how successful the project was.

The length of the text is generally about 8000-10000 words, but the length should be dictated by what you have to say. A shorter report is also acceptable if content is good. Resist temptation to include pages of padding. If the project consists of developing an application in area with which a computer scientist would not be familiar- such as chemical testing, stocks & shares – it might be necessary to include some explanatory company/organization profile for whom you have done the work must not appear in chapters and must go to appendix part. The project is intended to show you abilities in computer science.

The work that is presented for examiners should be your own. The presentation of another person's work, design or program as though they are your own is a serious examination offence. Direct quotation from the work of others published or unpublished) must always be clearly identified as such by being placed in quotation marks, and a full reference to the source must be provided. If your project is developed in context of some large system or as an extension to previously existing work, it is essential that reader should be able to see where the other work ends and your work begins.

Students are advised to pay attention to the quality of their English. Sometimes a project containing good work is marred by a report, which is turgid, obscure and simply ungrammatical. In such cases, it is very difficult to find out the work done during the project. An examiner cannot be kind enough to look on a report that is almost unreadable.

SOME IMPORTANT POINTS FOR CARRYING OUT A PROJECT:

- The organizations or companies offer you a placement for project work out of good will or to get some useful work done. Usually the companies do not provide you everything required by you. You must settle this right in the beginning of your project with the business that what will you get from them and what you will have to arrange yourself.

- **Some times a complication arises due to the fact that the company considers some aspect of your project work confidential. If this is so, it is your responsibility to get whatever clearance is necessary from the organization right in the beginning as essential parts like system analysis & design, flowcharts etc. can not be missing from a project report.**
- **Make sure you allow enough time for writing report. It is strongly recommended that do some writing work as you carry out the project rather than leaving write the report. There has to be enough time for the supervisor to read and comment on it and for student to make changes (sometimes extensive) on the basis of the comments. You may have to prepare two or three drafts before the final submission. Remember that it is mainly the project report that gets examined. An external supervisor receives a pile of project reports written by people whom he/she does not know. If a project produced some software he/she even may not get time to see it running. In most cases he/she forms his/her judgement purely on the basis of the report. Please make your report as readable as possible content wise as well as presentation wise.**

THE PROJECT REPORT DETAILS:

Reports should be prepared with word processing software. They should be printed one side of A4 (Executive Bond) paper. A margin of 1.5 inches must be allowed on the left hand side of binding. The pages should be numbered. The report should be printed on 11 or 12 font size with vertical spacing of 1.5. You must submit one copy of your Project Report (without CD) in between from 15.06.14 to 30.06.14 positively failing which fine/late fee as per university rule will be charged.

Your Project Report should be simple binding or simple tape binding in sky blue color with golden print on the cover. The title of the project should be clearly visible on the cover.

The cover page should be as figures below. The first page should be a title page containing the title, the candidate name and the words "MCA Project Report – year, Guru Jambheshwar University, Hisar. 2nd page is a certificate from the supervisor. The 3rd page is for the acknowledgement. 4th page onward gives approved copy of synopsis (attach all pages). 5th page gives the table of contents of the project report. 6th page should be an abstract of the project followed by the chapters. Program listing and output should not appear in running text but should be placed as appendices at the end of the report. You must ensure that all pages are legible. Where the project has produced software for a personal computer, you should include a diskette inside the back cover of the report, along with instructions in the report on how to run it.

Project Title A Project Report Submitted in partial fulfilment of the degree of Master of Computer Applications Supervisor's Name Student Name Designation Roll. No.  Directorate of Distance Education Guru Jambheshwar University of Science & Technology, Hisar (Year)	Project Title A Project Report Submitted in partial fulfilment of the degree of Master of Computer Applications Supervisor's Name Student Name Designation Roll. No  Directorate of Distance Education Guru Jambheshwar University of Science & Technology, Hisar (Year)
Cover Page	Title Page inside (1st Page)

Certificate

**This is to certify that Mr./Ms., Enrollment No.
has worked under my supervision to prepare his/her project report on “.....”.
The work embodied in this report is original and was conducted at.....
From..... to..... The work has not been submitted in part or full
to this or any other university for the award of any degree or diploma. He/She has
completed all requirements of MCA ordinance.**

Date:

Signature of Supervisor

Name:

Designation:

Organization:

Forwarded by Head, Study Centre (With Signature, Name of Head and Seal)

Certificate by Supervisor (2nd page)

Acknowledgement

Date: **Name of Student**
 Roll.No.

Page 3

**Approved Synopsis
(all pages)**

Page 4

Table of Contents

Page 5

Abstract

Page 6

Then

**Chapter-1
Heading**

**Chapter-n
Heading**

And

References

e.g.

**Foreman G, and Zorojan, j,
“The Challenge of Mobile
Computing”, IEEE, April, 1994.**

Appendices, if any

Table of Contents

Certificate (S)	
Acknowledgement	
Copy of approved Synopsis	
Chapter 1. Introduction	
1.1 About Organization	
1.1.1 Aims, Objectives, vision	
Chapter 2. Project/Problem Selection	
Chapter 3. Project Monitoring System	
3.1 Gantt Chart	
3.2 PERT Chart	
Chapter 4. System Study	
4.1 Existing System along with limitations/deficiencies	
4.2 Proposed system along with intended objectives	
4.3 Feasibility study	
4.3.1 Operational	
4.3.2 Technical	
4.3.3 Economic, etc.	
Chapter 5. System Analysis	
5.1 Requirement specification	
5.2 System Flowcharts	
5.3 DFD's/HIPOs/ERDs	
5.4 Sources of data	
Chapter 6. System Design	
6.1 File/Database Design	
6.2 Program Design	
6.3 Coding	
6.4 Input/Output Form Design	
6.5 Screen Design	
6.6 Report Design	
Chapter 7. System Testing	
7.1 Preparation of Test Data	
7.2 Testing with Dummy data	
7.3 Testing with live data, if any	
Chapter 8. System Implementation	
8.1 Changeover	
8.1.1 Staged	
8.1.2 Direct	
Chapter 9. Documentation	
9.1 Operational Document	
9.2 User Manual	
9.3 Miscellaneous	
Chapter 10. Conclusion:	
Chapter 11. Scope of the Project	
11.1 Deficiencies	
11.2 Further Scope	
References	
Appendices, if any	

Note:

- 1. Students are advised to come prepared along with copy of your thesis/project report (hard as well as soft) for presentation/demonstration (preferably using power point) of their thesis/project report at the time of their final viva-voce examination.**
- 2. Your supervisor may be a person having at least five year of working experience in a reputed organization/industry (attach a proof of working, a copy of his/her resume, his/her willingness along with synopsis) and must have Master's degree in Computer discipline or a regular teacher working in Computer discipline in a University/Govt./Semi Govt./Aided Engineering College/Institute.**

SYNOPSIS

TITLE

*Submitted to Guru Jambheshwar University of Science & Technology, Hisar
for approval of Degree of*

MASTER IN COMPUTER APPLICATIONS

IN

**DIRECTORATE OF DISTANCE EDUCATION
GURU JAMBHESHWAR UNIVERSITY OF
SCIENCE & TECHNOLOGY, HISAR**

SUBMITTED BY

STUDENT'S NAME :
Enrolment No. :

Supervisor
SUPERVISOR'S NAME
Designation
Institution/Organization's Name

Remarks of Evaluator

1st Evaluation

Approved

Disapproved
(If disapproved, record reasons)
reasons)

2nd Evaluation

Approved

Disapproved
(If disapproved, record



**DIRECTORATE OF DISTANCE EDUCATION
GURU JAMBHESHWAR UNIVERSITY OF
SCIENCE & TECHNOLOGY,
HISAR – 125 001.**

(YEAR)

CONTENTS

1. TOPIC OF THESIS/PROJECT WORK
2. INTRODUCTION AND RELATED WORK DONE
3. OBJECTIVES OF STUDY
4. SCOPE & RELEVANCE OF STUDY
5. METHODOLOGY TO BE USED.
6. BIBLIOGRAPHY

SYNOPSIS OF THESIS / PROJECT REPORT AT MCA LEVEL

NAME OF STUDENT :

REGISTRATION NO. :

NAME OF DEPARTMENT : DIRECTORATE OF DISTANCE
EDUCATION
GURU JAMBHESHWAR UNIVERSITY
OF SCIENCE & TECHNOLOGY, HISAR

SUBJECT : e. g. Software Engineering / Computer Networks
/
System Software/ Bio-informatics etc.

NAME (S) OF SUPERVISOR (S):
(Attach copy of resume, willingness and working proof of the supervisors)

1. TOPIC OF THESIS/PROJECT WORK:
2. INTRODUCTION AND RELATED WORK DONE:
 - 2.1 INTRODUCTION:
 - 2.2 REVIEW OF LITERATURE:
3. OBJECTIVES OF STUDY
4. SCOPE AND RELEVANCE OF STUDY
5. METHODOLOGY TO BE USED
6. BIBLIOGRAPHY

e.g.

1. M. S. Chen, J. Han, and P. S. Yu., "Data Mining. An Overview from a Database Perspective". IEEE Trans. Knowledge and Data Engg 8 : 866-883, 1996
2. www.pcc.qub.ac.uk/tec/courses/datamining/stu-noks/dmbook L.html.
3. Anil, Sunil, Project Title, Name of Univeristy/Institute, Year etc.

SIGNATURE OF STUDENT

Signature of Supervisor(s)

Countersigned by Director of Study Centre with SEAL

**DIRECTORATE OF DISTANCE
EDUCATION**
**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY
HISAR**

FORMAT FOR RESUME OF SUPERVISOR

1. NAME :
2. DESIGNATION :
3. QUALIFICATION :
4. AREA OF SPECIALIZATION :
5. EXPERIENCE :
6. OFFICIAL ADDRESS :
7. TELEPHONE NO. : _____ (Off.) _____ (Res.)
8. MOBILE NO. :
9. E-MAIL :

I am willing to supervise Mr/Ms _____

Enrolment No. _____

on the topic “

_____”

(Signature) with Seal

Countersigned by Director of Study Centre with SEAL

SUGGESTIONS / APPROVAL OF THE CO-ORDINATOR