

**DEPARTMENT OF PRODUCTION TECHNOLOGY  
MADRAS INSTITUTE OF TECHNOLOGY CAMPUS**

**FORMAT FOR PREPARATION OF REPORT  
FOR THE LABORATORY COURSE  
PR 8612- CREATIVITY AND INNOVATIVE PROJECT**

**1. ARRANGEMENT OF CONTENTS:**

The sequence in which the project report material should be arranged and bound should be as follows:

1. Cover Page & Title Page
2. Bona fide Certificate
3. Abstract
4. Table of Contents
5. List of Tables
6. List of Figures
7. List of Symbols, Abbreviations and Nomenclature
8. Chapters
9. Appendices
10. References

The table and figures shall be introduced in the appropriate places.

**2. PAGE DIMENSION AND BINDING SPECIFICATIONS:**

The dimensions of the report should be 290 mm x 205 mm. Standard A4 size (297 mm x 210 mm) paper may be used for preparing the copies.

The Report /Thesis (at the time of submission) should have the following page margins:

Top edge	:	24.5 mm
Bottom edge	:	24.5 mm
Left edge	:	38.1 mm
Right edge	:	24.5 mm

The report should be prepared on good quality white paper preferably not lower than 80 gsm.

Tables and figures should conform to the margin specifications. Large size figures should be photographically or otherwise reduced to the appropriate size before insertion.

### **3. PREPARATION FORMAT:**

The report should conform English (India) and SI units. Third person narrative description should be followed. Reproducing text as such from internet, books, journals etc should be avoided.

The general text of thesis shall be typed in font style Times New Roman and font size 12 and 1.5 spacing. Same quality of paper should be used for the preparation of the entire report / thesis.

The headings of all items 2 to 10 listed in section 4 should be typed in capital letters without punctuation and centred 50 mm below the top of the page. The text should commence 4 spaces below this heading.

**3.1 Cover Page & Title Page** – A specimen copy of the Cover page & Title page of the project report are given in **Appendix 1**.

**3.2 Bona fide Certificate** – The Bona fide Certificate shall be in double line spacing using Font Style Times New Roman and Font Size 14, as per the format in **Appendix 2**.

The certificate shall carry the supervisor's signature and shall be followed by the supervisor's name, academic designation (not any other responsibilities of administrative nature), department and full address of the institution where the supervisor has guided the student. The term '**SUPERVISOR**' must be typed in capital letters between the supervisor's name and academic designation.

**3.3 Abstract** – Abstract should be one page synopsis of the project report typed double line spacing, Font Style Times New Roman and Font Size 14.

**3.4 Table of Contents** – The table of contents should list all material following it as well as any material which precedes it. The title page and Bona fide Certificate will not find a place among the items listed in the Table of Contents but the page numbers of which are in lower case Roman letters. One and a half spacing should be adopted for typing the matter under this head. A specimen copy of the Table of Contents of the project report is given in **Appendix 3**.

**3.5 List of Tables** – The list should use exactly the same captions as they appear above the tables in the text. One and a half spacing should be adopted for typing the matter under this head.

**3.6 List of Figures** – The list should use exactly the same captions as they appear below the figures in the text. One and a half spacing should be adopted for typing the matter under this head. Graph should have proper axis title and units and values should be more than font size 8.

**3.7 List of Symbols, Abbreviations and Nomenclature** – One and a half spacing should be adopted or typing the matter under this head. Standard symbols, abbreviations etc. should be used.

**3.8 Chapters** – The chapters may be broadly divided into 3 parts (i) Introductory chapter, (ii) Chapters developing the main theme of the project work (iii) and Conclusion.

The main text will be divided into several chapters and each chapter may be further divided into several divisions and sub-divisions, for example 4.1.2.

Each chapter should begin from new page.

Each chapter should be given an appropriate title.

Chapter I - Introduction of work

Chapter II - Literature Review / Survey of Social issues / Industrial problems

Chapter III – Theoretical background / Concept / Methodology / Aim/ Problem Statement/  
Scope / Design /Modelling / Experimental details.

Chapter IV – Results and Discussions

- Figures and Graphs of Data / Analysis/ fabricated
- Compare with literature
- Cost involved / Estimation/ Limitation

Chapter V – Conclusion and Scope of Future Work

References

**3.9 Appendices** – Appendices are provided to give supplementary information, which is included in the main text may serve as a distraction and cloud the central theme.

- Appendices should be numbered using Arabic numerals, e.g. Appendix 1, Appendix 2, etc.
- Appendices, Tables and References appearing in appendices should be numbered and referred to as appropriate places just as in the case of chapters.
- Appendices shall carry the title of the work reported and the same title shall be made in the contents page also.

**3.10 List of References** – Any works, if used either directly or indirectly, should be indicated at appropriate places in the report. The citation may assume any one of the following forms.

**Examples of citation**

- i. An improved algorithm has been adopted in literature (Tsychiya 1980)
- ii. Jankins and Walts (1968) have dealt at length this principle.
- iii. The problem of mechanical manipulators has been studied by Shin et al (1984) and certain limitations of the method used, has been pointed out by Shin et al (1984 a)

## EXAMPLES OF FORMAT FOR REFERENCES

### Journal format

1. Aripionammal, S. and Natarajan, S. (1994) 'Transport Phenomena of Sm Sel – X Asx', Pramana – Journal of Physics Vol.42, No.1, pp.421-425.

### Conference Proceeding

1. Shin, K.G. and Mckay, N.D. (1984) 'Open Loop Minimum Time Control of Mechanical Manipulations and its Applications', Proc. Amer. Contr. Conf., San Diego,CA, pp. 1231-1236.

### Book

1. Sir Alan Cottrell, "Introduction to Metallurgy", Universities Press, Second edition, India, 2012

**3.10.1 Table and figures** - By the word Table, is meant tabulated numerical data in the body of the project report as well as in the appendices. All other non-verbal materials used in the body of the project work and appendices such as charts, graphs, maps, photographs and diagrams may be designated as figures.

- ❖ Tables and figures in a chapter should be placed in the immediate vicinity of the reference where they are cited. Table caption should appear at the top of the table.
- ❖ Figure caption should appear at the bottom of figure.

**3.10.2 Numbering of Tables and Figures**-Tables and Figures appearing anywhere in the thesis should bear appropriate numbers. The rule for assigning such numbers is illustrated through an example. Thus, if a figure in Chapter 3, happens to be the fourth then assign 3.4 to that figure. Identical rules apply for tables except that the word Figure is replaced by the word Table. If figures (or tables) appear in appendices then figure 3 in Appendix 2 will be designated as Figure A 2.3. If a table is to be continued into the next page this may be done, but no line should be drawn underneath an unfinished table. A table continued into the next page should have a caption like, Table2.1 (continued), placed centrally and underlined.

**3.10.3 Numbering of Equations**- Equations appearing in each Chapter or Appendix should be numbered serially, the numbering shall commence freshly for each Chapter or Appendix. Thus for example, an equation appearing in Chapter 2, if it happens to be the eighth equation in that Chapter should be numbered (2.8), while referring to this equation in the body of the thesis it should be referred to as Equation (2.8)

**APPENDIX 1**

(A typical Specimen of Cover Page & Title Page)

<Font Style Times New Roman – Bold>

**TITLE OF PROJECT REPORT**

<Font Size 18><1.5 line spacing>

**A PROJECT REPORT**

<Font Size 14>

*Submitted by*

<Font Size 14><Italic>

**NAME OF THE CANDIDATE(S) AND  
ROLL NO.'s**

<Font Size 16>

*in fulfilment of Laboratory Course*

***PR 8612- CREATIVITY AND INNOVATIVE PROJECT***

<Font Size 14><1.5 line spacing><Italic>

**B.E PRODUCTION ENGINEERING**

<Font Size 14><1 line spacing>

**NAME OF THE COLLEGE**

<Font Size 14><1 line spacing>

**ANNA UNIVERSITY:: CHENNAI 600 025**

<Font Size 16><1.5 line spacing>

**MONTH & YEAR**

<Font Size 14>

**SPECIMEN**

**SOME PERFORMANCE ASPECTS CONSIDERATIONS OF  
A CLASS OF ARTIFICIAL NEURAL NETWORK**

**A PROJECT REPORT**

*Submitted by*

**SANDHYA A (2012507046)**

**GAYATHRI R (2012507064)**

*in fulfilment of Laboratory Course*

***PR 8612- CREATIVITY AND INNOVATIVE PROJECT***

*of*

**B.E. PRODUCTION ENGINEERING**



**DEPARTMENT OF PRODUCTION TECHNOLOGY  
MADRAS INSTITUTE OF TECHNOLOGY CAMPUS**

**ANNA UNIVERSITY, CHENNAI - 600 044**

**MAY 2017**

**APPENDIX 2**

(A typical specimen of Bona fide Certificate)  
<Font Style Times New Roman>

**ANNA UNIVERSITY : CHENNAI 600 025**

<Font Style Times New Roman – size -18>

**BONA FIDE CERTIFICATE**

<Font Style Times New Roman – size -16>

<Font Style Times New Roman – size -14>

Certified that this project report “.....**TITLE OF THE PROJECT.....**”  
is the bona fide work of “.....**NAME OF THE CANDIDATE(S) AND  
ROLL NUMBERS.....**” who carried out the project work under my  
supervision. Certified further that to the best of my knowledge the work reported  
herein does not form part of any other thesis or laboratory report on the basis of which  
a degree or award was conferred on an earlier occasion on this or any other candidate.

<<Signature of the Supervisor>>

**SIGNATURE**

<<Name>>

**SUPERVISOR**

<<Academic Designation>>

<<Department>>

<<Full address of the Dept & College >>

**INTERNAL EXAMINER**

**EXTERNAL EXAMINER**

**APPENDIX 3**  
(A typical specimen of table of contents)  
<Font Style Times New Roman>

**TABLE OF CONTENTS**

<b>CHAPTER NO.</b>	<b>TITLE</b>	<b>PAGE NO.</b>
	<b>ABSTRACT</b>	<b>iii</b>
	<b>LIST OF TABLE</b>	<b>xvi</b>
	<b>LIST OF FIGURES</b>	<b>xviii</b>
	<b>LIST OF SYMBOLS</b>	<b>xxvii</b>
<b>1.</b>	<b>INTRODUCTION</b>	<b>1</b>
	1.1 GENERAL	1
	1.2 .....	2
	1.2.1 General	5
	1.2.2 .....	12
	1.2.3 .....	30
	1.3 .....	45
	1.4 .....	58
<b>2.</b>	<b>LITERATURE REVIEW</b>	<b>69</b>
	2.1 GENERAL	75
	2.2 .....	99
	2.2 .....	100