

# **Title of the Project**

## ***Project Report***

**Submitted  
To**

**VISVESVARAYA TECHNOLOGICAL UNIVERSITY  
Jnana Sangama, Belagavi-590 014, Karnataka, India**



**For the Award of the Degree of**

**BACHELOR OF ENGINEERING**

**In**

**COMPUTER SCIENCE & ENGINEERING**

**By**

**STUDENT NAME 1  
STUDENT NAME 2  
STUDENT NAME 3  
STUDENT NAME 4**

**(Register No)  
(Register No)  
(Register No)  
(Register No)**

**Under the Guidance**

**of**

**GUIDE NAME  
Designation.**

**Department of Computer Science & Engineering  
Ghousia Institute of Technology for Women, Bengaluru-560029**



**Department of Computer Science & Engineering  
Ghousia Institute of Technology for Women, Bengaluru-560029  
Month-Year**

# **GHOUSIA INSTITUTE OF TECHNOLOGY FOR WOMEN**

**Bengaluru 560029**

**Department of Computer Science & Engineering**

## **CERTIFICATE**

Certified that the project work entitled “**Title of the project**”, is a bonafide work carried out by **STUDENT NAME-1 (Register No), STUDENT NAME-2 (Register No) , STUDENT NAME-3 (Register No) and STUDENT NAME-4 (Register No)** in partial fulfillment for the award of **BACHELOR OF ENGINEERING** in Computer Science & Engineering of the Visvesvaraya Technological University, Belagavi during the academic year 20\_\_\_\_-20\_\_\_\_. It is certified that all the corrections/suggestions indicated for internal assessment have been incorporated in the report deposited in the departmental library. The project report has been approved as it satisfies the academic requirements in respect of project work prescribed for the above said degree.

**(Guide Name)**

Signature of the Guide

(-----)

Signature of H.O.D

(-----)

Signature of Principal

### **External Viva**

Name of the Examiner

Signature with date

1.

2. `

## **GUIDELINES FOR THE PREPARATION OF B.E PROJECT REPORT**

1. Reports should be typed neatly on one side of the paper with 1.5 spacing on a A4 size bond paper (210x297mm). The margins should be: Left – 1.25”, Right – 1”, Top and Bottom 0.75”.
2. The total number of reports to be prepared are
  - a) Two copies to the department
  - b) One copy to the concerned guide(s)
  - c) One copy to the candidate.
3. Before taking the final printout, the approval of the concerned guide(s) is mandatory and suggested corrections. If any, must be incorporated.
4. For making copies dry tone Xerox is suggested preferably on Executive bond sheet of 75 gsm.
5. Every copy of the report must contain
  - a) Inner title page(White)
  - b) Outer title page with a plastic covers of
  - c) Certificate in the format enclosed.
  - d) The thesis must be forwarded through the principal /HOD/ Head of the Organization where work is carried out.
  - e) An abstract (synopsis) not exceeding 1000 words, indicating salient features of the work
6. The organization of the report should be as follows

Inner title page

Abstract or synopsis

Acknowledgments

Table of contents

List of table & figures (optional)

usually numbered in roman

- Chapters (to be numbered in Arabic) containing Introduction- which usually specifies the scope of work and its importance and relation to previous work and the present developments, Main body of the report divided appropriately into chapters, sections and subsections. A tentative division is as given below. The chapters, sections and subsections may be numbered in the decimal form for e.g. Chapter, 2, sections as 2.1, 2.2 etc., and subsections as 2.2.3, 2.5.1 etc.
- The chapter must be left justified (font size 16). Followed by the title of chapter centered (font size 18), section/subsection numbers along with their heading must be left justified with section number and its heading in font size 16 and subsection

and its heading in font size 14. The body or the text of the report should have font size 12.

- The **figures** and **tables** must be numbered chapter wise for e.g:Fig 2.1 Block diagram of a serial binary adder, Table 3.1 primitive flow table. Etc. All figures and tables should appear either in the same page or the next page in which they are referred first. Preferably, all figures and tables are to be placed either at the top or the bottom of a given page.
- The **last chapter** should contain the summary of the work carried, contributions if any, their utility along with the scope for further work.
- **Reference:** The references should be numbered serially in the order of their occurrence in the text and their numbers should be indicated within square brackets for e.g ( 3). The section on references should list them in serial order in the following format.
  - a) For textbooks-A.V. Oppenheim and R.W. Schafer, Digital signal processing, Englewood, N.J., Prentice Hall, 3 Edition, 1975
  - b) For papers- Devid, Insulation design to combat pollution problem, Proc of IEEE, PAS, Vol 71, Aug 1981 , pp 1901-1907
- One **SI units** are to be used in the report. Important equations must be numbered in decimal form for e.g.
$$V=IZ \quad \dots\dots\dots (3.2)$$
- All equation numbers should be right justified.
- The **report** should be extensive and include descriptions of work carried out by others only to the best extent necessary. Verbatim reproduction of material available elsewhere should be **strictly** avoided. Where short excerpts from published work are desired to be included, they should be within quotation marks appropriately referenced.
- Proper attention is to be paid not only to the technical contents but also to the organization of the report and clarity of the expression. Due care should be taken to avoid spelling and typing errors. The student should note that report-write-up forms the important component in the overall evaluation of the project.
- Hardware work must include: the component layout complete circuit with the

component list containing the name of the component, numbers used, etc. and the main component data sheets as Appendix.

- Software work must include a virus free disc, containing the software development by them along with the readme file. Readme file should contain the details of the variables used, salient features of the software and procedure of using them: compiling procedure details of the computer hardware/software requirements to run the same, etc. If the developed software uses any public domain software downloaded from some site, then the address of the site along with the module name etc. must be included on a separate sheet. It must be properly acknowledged in the acknowledgments.
- The thesis may be composed in Latex or MS word.



# B.E Seminar Presentation April-2024

VISVESVARAYA TECHNOLOGICAL UNIVERSITY  
Jnana Sangama, Belagavi-590 014, Karnataka, India



GHOUSIA INSTITUTE OF TECHNOLOGY  
FOR WOMEN  
DRC Post Dairy Circle Hosur Road Bengaluru-  
560029

**Title**

**Presenting Student Name**

**Presenting Student Affiliation**

**Institute Name and logo**



# **ORAL PRESENTATION INSTRUCTIONS**

## **1. Language**

All the oral presentations should be done in English, the official language of the event.

## **2. Presentation Time**

Each talk is 20 minutes long. We recommend dedicating 15 minutes to the presentation and 5 minutes to open discussion.

## **3. PPT Structure**

Maximum number of slides in presentation can be 30 and all authors are kindly requested to prepare the presentation in the structure mentioned below and kindly do not deviate from the format and maximum number of slides.

- Title Slide [1 slide]
- Contents [1 slide]
- Introduction [Maximum 3 slides]
- Methodology & Experimentation [maximum 5 slides]
- Results and Discussions [maximum 10 slides]
- Conclusions [maximum 3 slides]
- Implications & Future Directions of current research [maximum 2 slides]
- References [maximum 2 slides]
- Collaborators [Mention All co-Authors Name with their affiliations and if any Collaborative research labs/industries] [1 slide]
- Acknowledgement [1 slide]
- Thank you [1 slide]

## **4. Standard equipment of the session rooms**

- Data video projector
- Wide Screen
- PC/Laptop
- Sound system
- Microphones
- Laser pointer
- Cam recorder & DSLR Camera

## **5. The following points should be taken into consideration when preparing your oral presentation**

- Ensure that you are available at least 30 minutes before the session starts on the day of the conference.
- Each computer will have a recent version of the Windows OS installed as well as Acrobat Reader software. While MS Powerpoint will also be provided, presenters are strongly urged to use PDF for their presentations to avoid issues with fonts and other problems. Remember to embed all your fonts into your PDF presentation.
- If you will be playing video or animated media, make sure it runs on Windows Media Player or VLC Media Player.
- Keep in mind that all the oral presentations will be given in Mini Conference halls that have a capacity of 80-100. When preparing your slides, make sure that they will be legible for the entire audience (i.e., use fonts of sufficient size).
- JPEG images are the preferred file format for inserted images. GIF, PNG or BMP formats will be accepted as well. Images inserted into PowerPoint are embedded into the presentations. Images that are created at a dpi setting higher than 300 dpi are not necessary and will only increase the file size of the presentation. Try to avoid overloading the presentation with unnecessary images.
- Suggested fonts are: Arial Black, Times New Roman, Tahoma, Bookman old style and Calibri.

## **6. Recommendations to make a good oral presentation**

- Its contents should be structured and have the following parts: title, introduction, methods, results, discussion, etc.
- Presentations should not contain full paragraphs of text. Use a bulleted list or outline format and elaborate on the points in your talk.
- Every slide should contain a title that summarizes the information presented on the slide.
- Create a logical flow for your presentation.
- Use large fonts, as big as realistically possible. Small fonts are hard to read.
- Use ONLY WHITE background with dark text.

- Avoid busy backgrounds that will make the text hard to read. Keep the background simple.
- Limit your graphics to 1-3 per page. Too many graphics can be distracting.
- Include a good combination of words, pictures, and graphics. Variety keeps the presentation interesting.
- Slides are designed to supplement your presentation, not to BE your presentation. Keep it simple, and don't read your presentation word for word from your slides.
- Fill out a storyboard before you begin to put your presentation together. It will help you stay organized, and things will get done faster.
- Don't read from the slide - vary your choice of words.
- Don't talk to the screen; maintain eye contact with the audience.
- Use a laser pointer to indicate salient features of the slide as you speak (there will be one provided in the session room).
- Speak loudly and articulate.

# **Making PowerPoint Slides**

Avoiding the Pitfalls  
of Bad Slides



# Tips to be Covered

- Outlines
- Slide Structure
- Fonts
- Colour
- Background
- Graphs
- Spelling and Grammar
- Conclusions
- Questions

# Outline

- Make your 1<sup>st</sup> or 2<sup>nd</sup> slide an outline of your presentation
  - Ex: previous slide
- Follow the order of your outline for the rest of the presentation
- Only place main points on the outline slide
  - Ex: Use the titles of each slide as main points

# Slide Structure – Good

- Use 1-2 slides per minute of your presentation
- Write in point form, not complete sentences
- Include 4-5 points per slide
- Avoid wordiness: use key words and phrases only

## Slide Structure - Bad

- This page contains too many words for a presentation slide. It is not written in point form, making it difficult both for your audience to read and for you to present each point. Although there are exactly the same number of points on this slide as the previous slide, it looks much more complicated. In short, your audience will spend too much time trying to read this paragraph instead of listening to you.

# Slide Structure – Good

- Show one point at a time:
  - Will help audience concentrate on what you are saying
  - Will prevent audience from reading ahead
  - Will help you keep your presentation focused

# Slide Structure - Bad

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- Do not use distracting animation
- Do not go overboard with the animation
- Be consistent with the animation that you use

# Fonts - Good

- Use at least an 18-point font
- Use different size fonts for main points and secondary points
  - this font is 24-point, the main point font is 28-point, and the title font is 36-point
- Use a standard font like Times New Roman or Arial

# Fonts - Bad

- If you use a small font, your audience won't be able to read what you have written
- CAPITALIZE ONLY WHEN NECESSARY. IT IS DIFFICULT TO READ
- **Don't use a complicated font**

# Colour - Good

- Use a colour of font that contrasts sharply with the background
  - Ex: blue font on white background
- Use colour to reinforce the logic of your structure
  - Ex: light blue title and dark blue text
- Use colour to emphasize a point
  - But only use this occasionally

# Colour - Bad

- Using a font colour that does not contrast with the background colour is hard to read
- Using colour for decoration is distracting and annoying.
- Using a different colour for each point is unnecessary
  - Using a different colour for secondary points is also unnecessary
- Trying to be creative can also be bad

# Background - Good

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- Use backgrounds such as this one that are attractive but simple
- Use backgrounds which are light
- Use the same background consistently throughout your presentation

# Background – Bad

- Avoid backgrounds that are distracting or difficult to read from
- Always be consistent with the background that you use



# Graphs - Good

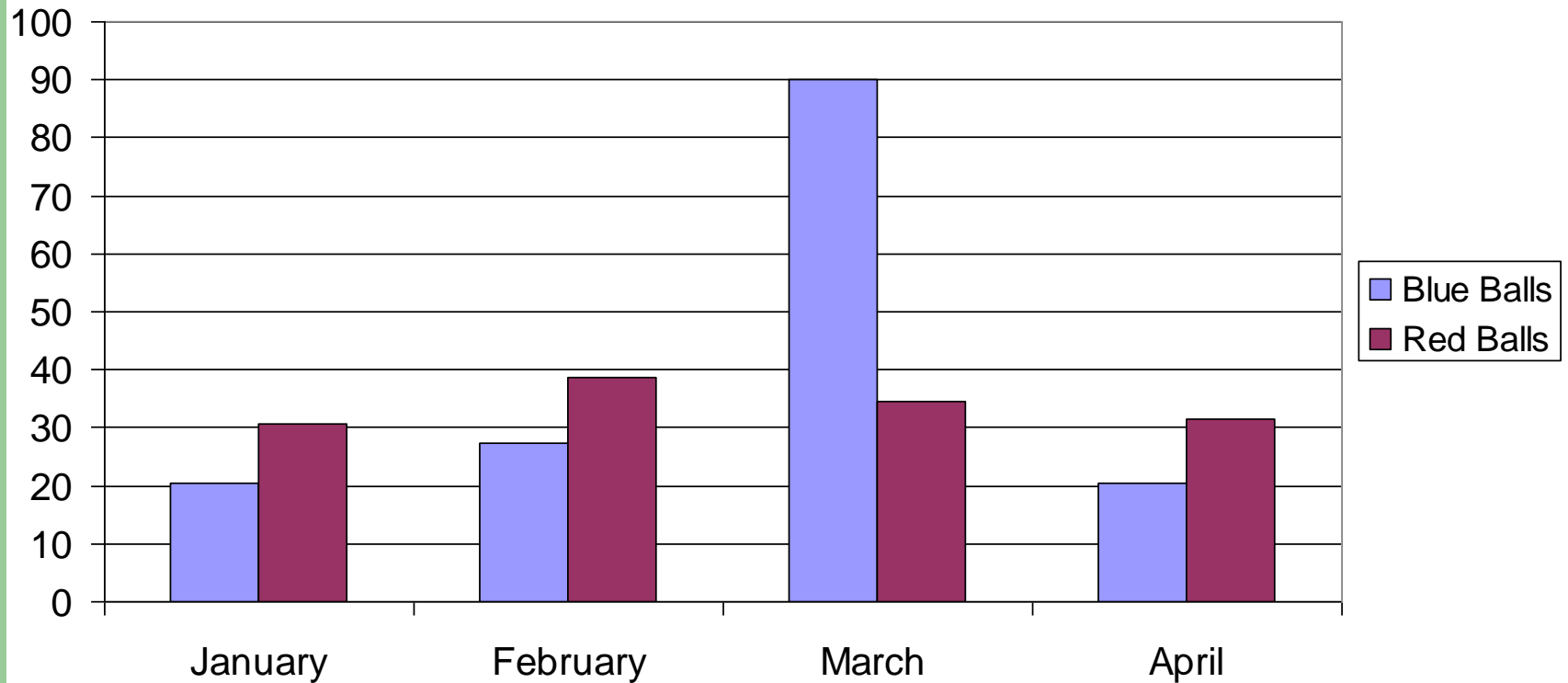
- Use graphs rather than just charts and words
  - Data in graphs is easier to comprehend & retain than is raw data
  - Trends are easier to visualize in graph form
- Always title your graphs

# Graphs - Bad

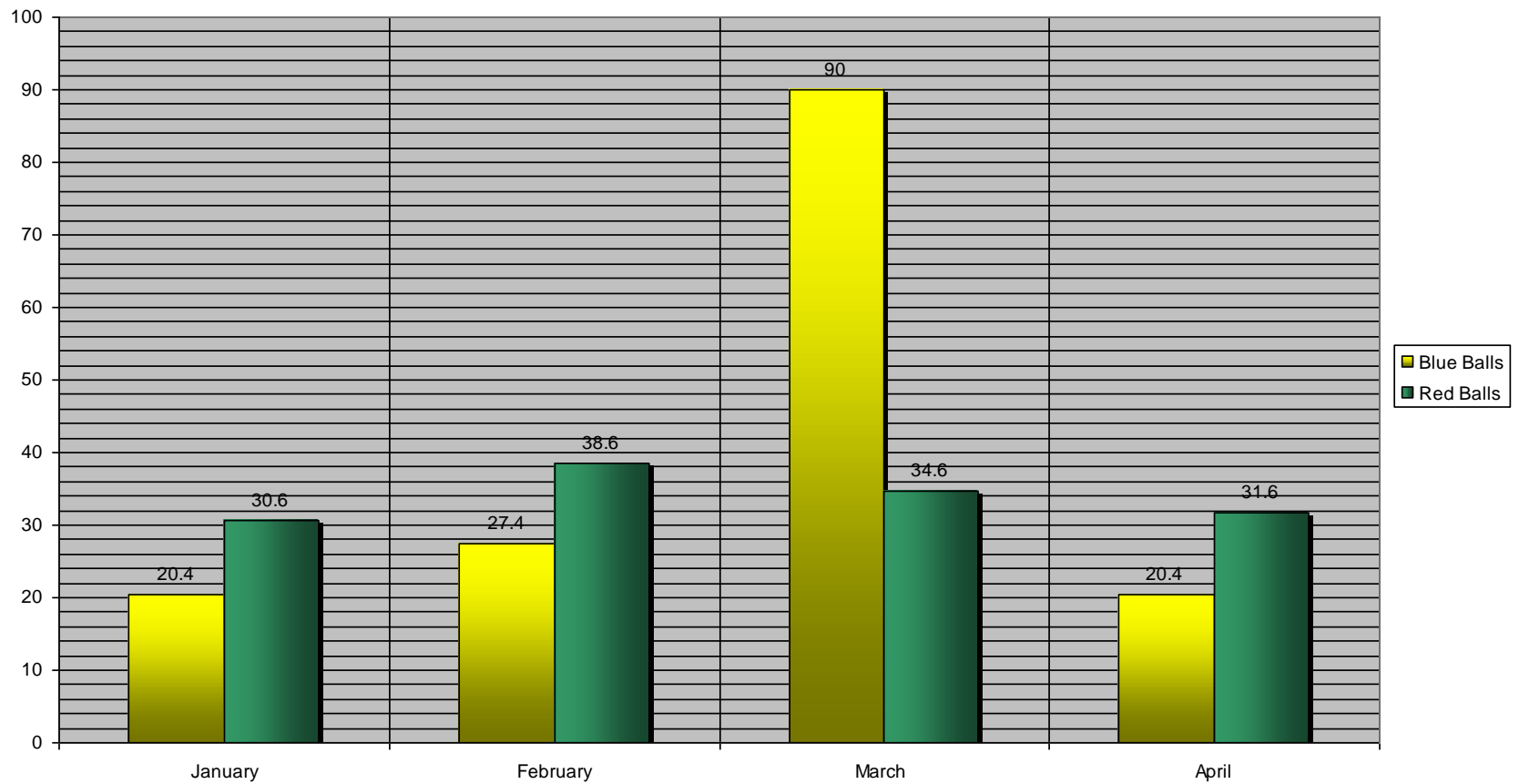
	January	February	March	April
Blue Balls	20.4	27.4	90	20.4
Red Balls	30.6	38.6	34.6	31.6

# Graphs - Good

## Items Sold in First Quarter of 2002



# Graphs - Bad



# Graphs - Bad

- Minor gridlines are unnecessary
- Font is too small
- Colours are illogical
- Title is missing
- Shading is distracting

# Spelling and Grammar

- Proof your slides for:
  - spelling mistakes
  - the use of repeated words
  - grammatical errors you might have made
- If English is not your first language, please have someone else check your presentation!

# Conclusion

- Use an effective and strong closing
  - Your audience is likely to remember your last words
- Use a conclusion slide to:
  - Summarize the main points of your presentation
  - Suggest future avenues of research

# Questions??

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- End your presentation with a simple question slide to:
  - Invite your audience to ask questions
  - Provide a visual aid during question period
  - Avoid ending a presentation abruptly