**Guideline for Project Writing**

1. **Size of Project writing**

The size of thesis should not exceed **50** Pages of typed matter counted from the first page of Chapter 1 to the last page of the Appendix.

**2. Sequence of Contents of Project Report**

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

1. Cover Page / Title Page
2. Certificate form guide
3. Abstract
4. Acknowledgement
5. Table of Contents
6. List of tables
7. List of figures
8. Chapters 1,2,3,4,5,…. etc
	* Chapter 1- Introduction
	* Chapter 2- Literature Review
	* Chapter 3- Present work or Plan of work
	* Chapter 4- Results and Discussion
	* Chapter 5-Conclusions and future scope
9. Appendices I, II, III
10. References

**3. Page Dimensions and Margin**

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

The Report should have the following page margins:

|  |  |  |
| --- | --- | --- |
| Top edge | : | 25 mm—1” |
| Bottom edge | : | 25 mm—1” |
| Left side | : | 35 mm—1.3” |
| Right side | : | 18 mm—0.7” |

The Report should be prepared on good quality white paper preferably not lower than 80 gsm. The tables and figures should conform to the margin specifications. Large size figures should be photographically or otherwise reduced to the appropriate size before insertion.

**4. Abstract**

Abstract should be an essay type of narration not exceeding two pages outlining about the problem definition, the methodology/development tools used for tackling it, and a summary of the findings/outcomes. Type in 1.5 line spacing, font Style Times New roman and Font Size 12.5.

* Make paragraphs
* Avoid bulleted points as far as possible
* It should not be more than two pages

**5. Table of contents & List of Figures**

The Contents should list all material following it as well as any material which precedes it. The title page, Certificate and Acknowledgement will not find a place among the items listed in the contents but the page numbers in lower case Roman letters are to be accounted for them. List of Tables. The list should use exactly the same captions as they appear above the tables in the chapters. Font Style Times New roman and Font Size 12 shall be used for captions.

The list should use exactly the same captions as they appear below the figures in the chapters. Font Style Times New roman and Font Size 12 shall be used for the name of figures.

1. **Typing Instructions**

The chapters of project report should be typed as follows:

* One and a half spacing should be used for typing the general text. The general text shall be typed in font Style Times New roman and Font Size 12.5.
* The typing on copies should be black in colour.
* Corrections, interlineations and crossing out of letters or words will not be permitted in any of the copies of the thesis intended for submission.
* A sub-heading at the bottom of a page must have at least two full lines below it or else it should be carried over to the next page.
* The last word of any page should not be split using a hyphen.

The format for typing Chapter headings, Divisions headings and sub-division headings are explained through the following illustrative examples.

|  |  |  |
| --- | --- | --- |
| Chapter headings | : | **CHAPTER 1** (bold) font size 12 |
|  |  | **INTRODUCTION** (bold) font size 14 |
| Division heading | : | 1.1 **Outline of project** (bold) font size 13.5 capitalize each |
|  |  | word |
| Sub-division heading | : | 1.1.2 **Literature Review**. (bold) font size 13.5 capitalize |
|  |  | each word |
| Sub-sub caption | : | ***Dyeing Methods (bold and italic)*** font size 13.5 capitalize |
|  |  | each word |

The word CHAPTER 1 should be centered on the top of the page on first line. One space below, the title of the chapter should be typed centrally in capital letters. The text should commence one space below this title with division heading. There should be single spacing between these three. The paragraph spacing should be 0.3 inches inside from the left hand margin

The division and sub-division captions along with their numberings should be **left-justified**. The typed material directly below division or sub-division headings should commence without space below it and should be offset 0.3 inches from the left hand margin. Within a division or sub-division paragraphs are permitted.

**Guidelines for Contents of project**

1. **Introduction:**

Theme/aspects of research should be introduced with background information indicating its importance, relevance, and overall objective with reference to textile field. **In this, the objectives and scope of the research should be outlined**.

1. **Review of Literature:**

Review of literature should be comprehensive covering various aspects of the proposed work but it must be precise with recent information. In case the research work intends to develop, something new or as a substitute then this section should outline the status of the development in the concerned area by any other agency with help of literature citation. The reference number must be mentioned while writing the review of literature.

1. **Proposed Plan of Work:**

This part of the project is very important. The scope of the work should be explained with reference to different aspects of the proposed plan of work should be given separately. **It should contain details of raw materials, methodology and testing procedures.** Wherever possible, area of research be mentioned indicating whether studies would be performed in the laboratory or in some specific field conditions. The methodology with reference to techniques in brief should be given in respect of experiments / observations and analysis. The parameters proposed to be used / altered / changed etc may be mentioned .

1. **References:**

References should be listed alphabetically author wise and should be written in correct form for different sources like: Research Papers, Complete Books, Chapter in Edited Book, Citation from Newspapers, Theses and Dissertations, Annual Report, Proceeding/Conference, and Bulletins/Records. **There should be about 15 to 20 references( Refer Textile Research journal for references format).**

**(For e.g.-** Balsubramanian N. (1965),“A study of the short term variations in combed cotton sliver: part I”, *Journal of Textile Institute*, vol. 56, issue -10, October1965, Page. T551-T565.)

1. **Typing**

Typing should be done with font style Times new Roman, font size 12.5, line spacing 1.5, and Page Margins: 1 inch from all sides,

1. Before starting of any chapter insert a page involving Number of Chapter and name of chapter. As shown below:-
2. The Formats are given as follows

|  |
| --- |
| **Chapter No. 2****Literature Review** |

**“TITLE OF TOPIC”**

*(BOLD, CAPITAL, FONT - TIMES NEW ROMAN, FONT SIZE-22)*

Submitted for the degree of

*(Font - Times New Roman, Font Size-20)*

**M.Tech/B. Tech**

*(Bold, Font - Times New Roman, Font Size-20)*

In

**Textile Technology**

*(Bold, Font - Times New Roman, Font Size-20)*

By

**NAME OF STUDENT**

*(BOLD, CAPITAL, FONT - TIMES NEW ROMAN, FONT SIZE-21*)

Under the Guidance of

*(Bold, Font - Times New Roman, Font Size-16)*

**NAME OF GUIDE**

*(BOLD, CAPITAL, FONT - TIMES NEW ROMAN, FONT SIZE-21)*

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**SHRE GURU GOBIND SINGHAJI INSTITUTE OF SENGINEERING & TECHNOLOGY,**

 **NANDED (M.S.)**

**ACADEMIC YEAR**

**( )**

*(BOLD, CAPITAL, FONT - TIMES NEW ROMAN, FONT SIZE-20)*

**CERTIFICATE**

 *(Bold, Capital, Font - Times New Roman, Font size-16)*

This is to certify that the project/ research work entitled “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” being submitted by Mr/Ms. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to Shre Guru Gobind Singhaji Institute of Engineering & Technology, Nanded for the award of the degree Batcher/ Master of Textile in Textile Technology is a record of bonafide work carried out by him under my supervision and guidance. The matter contained in this dissertation has not been submitted to any other University or institute for the reward of any degree or diploma.

*(Font - Times New Roman, Font size-13.5, Line spacing- 1.5)*

 *(\* Must be printed on the Letter pad)*

|  |  |  |
| --- | --- | --- |
| Name of Guide Guide |  Name of HOD HeadDepartment of Textile Technology |  Name of Director Director SGGSIE&T, Nanded |

 **ACKNOWLEDGEMENT**

 *(BOLD, CAPITAL, FONT - TIMES NEW ROMAN, FONT SIZE-16)*

It is privilege for me to have been associated with **(Guide Name)**, my guide during this project work. I have greatly benefited by his/her valuable suggestions and ideas. It is with great pleasure that I express my deep sense of gratitude to him/her for his/her able guidance, constant encouragement and patience throughout the work.

I am also thankful to **(Director Name)**, Director and **(HOD Name)**, Head of Textile Technology Department for their constant encouragement & cooperation.

Iam also thankful to laboratory staff **(Name of Staff)** for helping me during this dissertation work. I take this opportunity to thank **(Project partner names)** for providing company during the work.

*(Font - Times New Roman, Font size-13.5, Line spacing- 1.5)*

 **(Your Name)**