Ref.No.SDE/MCA/Project/Aca/2025

Dated : 11.04.2025

Dear Student,

Greetings.

As a part of **MCA** degree programme belonging to the Academic year batches 2007-08 to 2021-22, You have to undertake a project work in a reputed institution/ Organization and submit the Project Report at the end of the project period for evaluation.

Guide for Project work will be allotted by the Co-Ordinator, as per the list enclosed in **Reverse side of First page**.

The guidelines to be followed for conduct of project and preparation of the Project Report are enclosed.

A letter signed by the Director, School of Distance Education, Bharathiar University is sent herewith for the use of the candidate and the same may be handed over to the concerned Institution/Organization where you wish to do your project and to get their permission. Further, you are instructed to fill all the columns in the enclosed format and the same may be submitted to this office along with Project report without fail.

The last date for the submission of the project Report is 30.06.2025.

DIRECTOR

Encl.: As above.

To

The students concerned

Copy to: Concern Guide

SDE-MCA

PROJECT GUIDE ALLOCATION

Project Duration: April 2025 to June 2025

S.N	GUIDE NAME AND ADDRESS	ENROLMENT NO OF THE STUDENTS			
1	Dr.M. Punithavalli, Professor and Head Dept of Computer Applications, Bharathiar University, Coimbatore-641046. Ph: 9843281552 Mail ID: punithavalli@buc.edu.in	21AMCAN0118	10AMSCA0215		
		19AMCAN0008	21AMCAN0599		
		20AMCAN0130	21AMCAN0004		
		21AMCAN0146	11 AMCAN 0636		
		07AMSCA0647	21AMCAN0442		
		21AMCAN0379	21AMCAN0322		

DIRECTOR

SCHOOL OF DISTANCE EDUCATION

பாரதியார் பல்கலைக்கழகம்

BHARATHIAR UNIVERSITY

Coimbatore – 641 046, Tamilnadu, India

Ref:SDE/MCA/Project/Aca/2025

Date: 11.04.2025

Dear Student,

Greetings,

As a part of MCA degree programme belonging to the Academic year batches 2007-08 to 2021-22, you have to undertake a project work at a reputed Institution/ Organization and submit the Project Report at the end of the project period for evaluation.

Guide for Project work will be allotted by the Co-ordinator.

A letter signed by the Director, School of Distance Education, Bharathiar University is also enclosed, to hand it over to the concern where you wish to do your project and get their permission. Kindly fill in your postal address and the name of the concern in the spaces given, before handing over the letter.

Please find enclosed the following for the conduct of the project and preparation for the

Project Report:

1. Guidelines for MCA project
2. Specimen Cover page of Thesis
3. Certificate
4. Declaration
5. Sample Contents page
6. Instruction for thesis writing

DIRECTOR

Encl: as above

To

SCHOOL OF DISTANCE EDUCATION
பாரதியார் பல்கலைக்கழகம்
BHARATHIAR UNIVERSITY

Sir,

Sub: SDE – MCA – Academic year 2007-08 to 2021-22, batch – Project Work – Reg.

-oOo-

The School of Distance Education of Bharathiar University conducts MCA degree programme by Distance Education mode. As part of the curriculum, the students have to do a project work for a period of 6 months in a reputed organization like yours and report has to be submitted before 30.06.2025.

Mr/Ms/Mrs _____

With enrolment No. _____ is a final year MCA student has expressed his/ her keen desire to do his/her final year project at your esteemed organization. I am confident that the professional expertise of your firm will help him/ her to improve the programming skills of the candidate. The tenure of the project work for the student is from April 2025 to June 2025.

I will be glad if you would permit him/her to undertake the project work and the letter of confirmation to this effect may kindly be sent to this school, at the earliest.

Address of the student:

Awaiting your favourable response,

Thanking you

Yours sincerely

DIRECTOR

To

GUIDELINES TO MCA PROJECT

You are advised to carefully read the instructions given and follow them in the preparation of the Project Report. Non-compliance with any of this instruction may lead to the rejection of Project Report submitted.

* The duration of the Project work will be for 6 months from April 2025 to June 2025.

* The project guide : The qualification of the project guide is PG in Master of Computer of Applications. A guide should work as faculty in the college / University. He / She should handle classes for PG in Master of Computer Applications.

* You are expected to undertake project work individually and submit an individual project report.

* Project reports should be typed/printed in double line space using A4 size bond papers with a left margin of column 10 and right margin of column 65.

* A page should not contain more than 25 lines.

* All pages should be numbered. The preliminary pages of the Project Report (such as title page,acknowledgement, table of contents, etc.) should be numbered in lowercase Roman numbers and pages of the main text stating with Chapter-1 should be consecutively numbered in Arabic numbers.

* Binding specifications: Wrapper should be light grey in colour and printing of wrappers should be done in the press and not hard bound.

* Source code should not be enclosed along with project report, but the same should be bound as an appendix and submitted along with the project report. The source code should be loaded and made readily available in the system, during viva-voce examination, for verification by the examiners. If you are not permitted to bring the source code outside the organization you should obtain a certificate to that effect from the Head of the division of the concern where you undertake the project work.

* Table of contents should be as in the specified format given in Annexure III.

* A certificate from the organization where you undertake the project work should be obtained and copies of the same should be duly enclosed in the project report.

* **REVIEW**

  You are requested to report to the guide concerned for the project review by your guide twice during project work.

  The students are expected to make a PowerPoint presentation on their project – objectives, work carried our so far, design, development, output, expected, status, plan for the remaining period. ATTENDANCE FOR THE PROJECT REVIEWS IS COMPULSORY

* The format of the report is as follows:

  1. Wrapper

  2. Copy of the wrapper

  3. Declaration by the candidate (in the format as in annexure–I)

  4. Certificate (in the format as in annexure –II)

  5. Certificate from the organization

  6. Acknowledgement

  7. Synopsis

  8. Table of contents (in the format as in annexure-III)

  9. Chapters

  10. Bibliography (in the alphabetical order of authors)

* **FINAL SUBMISSION**

  Three copies of the Project Report and soft copy of the Project Report in CD format should be submitted positively on or before 30.06.2025 to the Director, School of Distance Education, Bharathiar University.

  You must write to the respective guide, with a copy to the Director, School of Distance Education, the date of commencement of the project, the name of the organization, the name of the guide from industry and the likely topic of your Project.

J.S. Rathan
DIRECTOR 11/4/25
DIRECTOR

Title of the Project Report:

Project Report submitted to Bharathiar University in partial fulfillment of the requirement for the award of the Degree of Master of Computer Applications

<Name of the Candidate>

<Enrolment No.>

<Reg. No.>

<PCP Centre>

Under the guidance of

<Name of the Guide (in Block letters)>

<Designation>

School of Distance Education

Bharathiar University •

Coimbatore 641 046

<Month & Year>

CERTIFICATE

(Model)

This is to certify that the project work titled _____ submitted to Bharathiar University in partial fulfillment of the requirements for the award of the Degree of Master of Computer Applications is a record of the original work done by _____ under my supervision and guidance and that this project work has not formed the basis for the award of any Degree/Diploma/Associate ship/Fellowship or similar title to any candidate of any University.

(Seal)

Signature of the Guide

Forwarded by

(with Seal)

Director

School of Distance Education

Bharathiar University

Coimbatore – 46

Submitted for University Examination held on _____

Internal Examiner

External Examiner

DECLARATION

I hereby declare that this project work titled

_____ submitted to the School of Distance Education, Bharathiar

University is a record of original work done by _____ under the supervision and guidance of

_____ and that this project work has not formed the basis for the award of any

Degree/Diploma/Associate ship/Fellowship or similar title to any candidate of any University.

Signature of the candidate

Name   :

Enrolment No. :

Course   :

PCP Centre   :

Place   :

Date   :

(With Seal)   (With seal)

Signature of the Guide   Countersigned by the Co-ordinator

Countersigned by

The following is the table of contents from a project report. This is only a guideline and the students are asked to prepare the contents related to their projects after discussing with their respective guide and should present the contents during their second review.

CONTENTS

Note: DFD Diagram / Use case Diagram is to be given Under 4.1.1. process design. Table design is to be given under 4.1.5 Input design & 4.1.7 Database design. Screen shots are to be given under 4.1.5 and 4.1.6.

INSTRUCTIONS FOR REPORT/THESIS WRITING

1. The entire should be in third person (i.e., I, We should be avoided) past participle (Ex. has been, had been).
2. Every chapter should start in a new page.
3. There should not be any page breaks between sections i.e., a chapter should continuously run through.
4. Every page should be numbered on the top right corner
5. Sections should also be numbered using N.1, N.2....
6. Section Heading should be in capital letters.
7. The first letter of every word in the subsection name should be in capital letters.
8. Chapter headings should be in Times New Roman font size 16 and centered.

CHAPTER 1
INTRODUCTION

9. The section heading and sub section heading be in Times New Roman font size 12, Bold and left aligned.
10. The regular text should be in Times New Roman, font size 12.
11. It is preferable not to have more than 3 levels of sectioning.

3. Applications in Business.

3.1 Banking Applications.

      3.1.1. Customer Interface.

12. At the end of every sentence, after full stop(.), it is better to leave two blank spaces
13. Every figure should be neatly drawn and centered.
14. Every figure should be numbered along with the chapter number serially. For example Figure 3.1. Data Flow Diagram
15. Figure name should be given at the bottom of the figure
16. Naming the figure: The first letter of every word in the figure name should in capital letter.
17. The figure should be referred in the text. For e.g. :
    1. Fig.3.1. Shows the Data Flow Diagram of the system
    2. Data Flow Diagram shows that the data from the inventory files flow to the stock generation report process.
18. The figure should be given in the same page or the following page wherever it is referred.
19. Every table should be neatly drawn and centered.
20. Every table should be numbered along with the chapter number serially.
21. Table name should be given at the top of the table.
22. Naming the table: The first letter of every word in the table name should be in capital letter.
23. The tables should be referred in the text. For e.g.

Table3.1 shows the data structure for the item master of the stock maintenance systems.

24. The table should be given in the same page or the following page, wherever it is referred.
25. Figure or table should not cut across a page.
26. Please find a sample enclosed from which you can set a template and use it.
27. A paragraph should have a minimum of 7 lines.
28. Avoid small sentences. A sentence needs to be at least one and half lines long.
29. If you are writing small sentences, please see to that you combine related sentences using 'and', etc.
30. For References/ Bibliography, follow the standard formats as given at

http://www.aresearchguidle.com/12biblio.html