

**Chanderprabhu Jain College of Higher Studies
&
School of Law**

An ISO 9001:2015 Certified Quality Institute

(Recognized by Govt. of NCT of Delhi, Affiliated to GGS Indraprastha University, Delhi & Approved by Bar Council of India)

No. CPJCHS/2023/194

06-April-2023

NOTICE

Project Report B.COM(H) VI/ Project Report BBA(G) - VI Semester

All students of B.COM(H)/ BBA(G)-VI Semester are required to submit their Project Report in Hard Copy (Spiral Bound) to their respective Mentor's (Mentor List Attached) as per below mentioned schedule:

S. No.	PARTICULARS	DEADLINE
1.	Submission of Project Titles	10 th April, 2023
2.	Progress Work: Review 1	25 th April, 2023
3.	Progress Work: Review 2	10 th May, 2023
4.	Submission of Final Report	20 th May, 2023
5.	Internal Project VIVA	Will be Notified in Internal Examination Date sheet

You are also required to prepare a PPT of the Project Report and Hard Bound as per Guidelines Attached herewith, for the submission in External Project VIVA, which will be declared by the GGSIPU.

Kindly Note: You all are required to strictly follow the Guidelines for the Preparation of the Project Report.

For any query, kindly contact your Mentor.

Sd/-
Dean-MCIT

Sd/-
Director

Annexure(s):

1. Mentor List
2. Guidelines for Minor Project Report

CC:

- Director General – for kind information
- Mentors/Class Coordinators of B.COM(H) & BBA(G) VI Semester
- In charge – Social Media with the request to upload the Notice on Social media platform & College website

Mentor & Mentee List B.COM(H) – VI Semester

S. No.	Enrollment No.	Student Name	Mentor Name
1	00121588820	AAKASH VERMA	<p>Ms. Deepika Rani (M. 8295723868) Deepika.rani@cpj.edu.in</p>
2	00221588820	ABHAY SHASTRI	
3	00321588820	ABHAY TRIVEDI	
4	00421588820	AYUSH SINGHAL	
5	00521588820	DEEPA SHARMA	
6	00621588820	DEEPANSHI	
7	00721588820	DHEERAJ	
8	00821588820	GAURAV SINGH	
9	00921588820	HARSH KUMAR	
10	01021588820	HARSHIT GOEL	
11	01121588820	HITIKA SHARMA	
12	01221588820	MANSI CHAWLA	
13	01321588820	MUSKAN SHOKEEN	
14	01421588820	PARAS JAIN	
15	01521588820	PIYUSH SETH	
16	01721588820	RAVISHANKAR CHOUDHARY	
17	01821588820	SACHIN	
18	01921588820	SAKSHAM CHOUDHARY	
19	02021588820	SHUBHAM GUPTA	
20	02121588820	SUMAN KUMARI	
21	02221588820	YASH DAHIYA	
22	00121588820	AAKASH VERMA	

Mentor & Mentee List BBA(G) – VI Semester

S. No.	Enrollment No.	Student Name	Mentor Name
1.	00121501720	Aditya Khatri	<p>Ms. Agrima Menon (M. 9873538591) Agrima.menon@gmail.com</p>
2.	00221501720	Aditya Yadav	
3.	00421501720	Anmol Pandey	
4.	00521501720	Apoorv Bhowmick	
5.	00621501720	Aryan Mahajan	
6.	00721501720	Ashish Chugh	
7.	00921501720	Bhavya	
8.	01121501720	Himanshu Bhardwaj	
9.	01221501720	Himanshu Singh	
10.	01321501720	Jatin Dagar	
11.	01421501720	Jatin Khatri	
12.	01521501720	Jatin Tyagi	
13.	01621501720	Kajal	
14.	01721501720	Karan Alang	
15.	01821501720	Khushi Diman	
16.	01921501720	Komal	
17.	02021501720	Kunal Khatri	
18.	02121501720	Lakshya Malik	
19.	02221501720	Lavish Yadav	
20.	02321501720	Manasvi Kumar	
21.	02521501720	Muskan Rai	
22.	02621501720	Naman Jain	

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23.	02721501720	Naman Sharma
24.	02821501720	Naman Yadav
25.	02921501720	Neha Gulia
26.	03021501720	Nidhi
27.	03121501720	Nidhi Daga
28.	03221501720	Nisha
29.	03321501720	Nishant
30.	03421501720	Parkhi Vashista
31.	03521501720	Pranjal Goel
32.	03621501720	Priyanshu Tomar
33.	03721501720	Rahul Bhatt
34.	03821501720	Rahul Khatri
35.	03921501720	Ramandeep Kaur
36.	04021501720	Rishab Tyagi
37.	04121501720	Riya Paul
38.	04221501720	Roshan
39.	04321501720	Sahiba Arora
40.	04421501720	Sahil Soni
41.	04521501720	Sakshi Kochhar
42.	04621501720	Sakshi Seth
43.	04721501720	Sameeksha Arora
44.	04851501720	Sanju Anjna
45.	04921501720	Satvik Gaur
46.	05021501720	Sayam Taneja
47.	05121501720	Shashank Kumar
48.	05221501720	Shivam Rawat
49.	05321501720	Shreya Arora
50.	05421501720	Shristi Rana

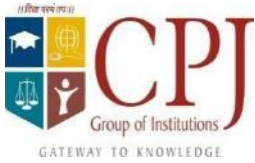
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51.	05521501720	Shubham Jain	<p>Mr. Vinod Kumar (M. 9873030313) vinod.kumar@cpj.edu.in</p>
52.	05621501720	Shubham Mittal	
53.	05721501720	Sidak Preet Singh	
54.	05821501720	Soumya Dahiya	
55.	05921501720	Sourav Kumar	
56.	06021501720	Tamanna Agarwal	
57.	06121501720	Tanya Chaudhary	
58.	06221501720	Tushar Gautam	
59.	06321501720	Umair Javed	
60.	06421501720	Umang	
61.	06521501720	Vansh	
62.	06621501720	Vishal	
63.	35121501720	Akshat Jain	
64.	35221501720	Anmol Bajaj	
65.	35321501720	Ayush Goel	
66.	35421501720	Prince Mangla	
67.	35521501720	Rishab Bansal	
68.	35621501720	Ritesh Agarwal	
69.	00124201720	Gagandeep Singh	

**Sd/-
Director**



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GUIDELINES FOR PREPARATION OF RESEARCH PROJECT/PROJECT REPORT FOR B.COM (H)/ BBA (G) VI SEMESTER

INSTRUCTIONS FOR PREPARATION OF THE PROJECT REPORT

Students are required to follow the mentioned pattern in preparing the Project:

Format of the Report:

1. Title Page
2. Certificate
3. Acknowledgement
4. Table of Contents
5. Chapter Plan: **Chapter I: Introduction**
Chapter II: Literature Review
Chapter III: Research Methodology
Objectives of the study
Research Methodology
Methodology used for Data Collection
Methodology used for Data Analysis
Limitations of the study
Chapter IV: Analysis and Interpretation of Data
Chapter V: Findings & Suggestions
Chapter V: Conclusions

Format for Bibliography

Books

Pandey, I. M., Financial Management, Vikas Publishers, New Delhi, 2011.

Articles

Gupta, K, Durables: On a Fast Track; Harvard Business Review, No. 11, Vol. 8, pp 47.

Websites:

www.researchgate.net/

Annexure

Questionnaire (if applicable)

Exam Scheme: As per the Syllabi of B.COM (H) (Code 312)/ BBA (G) (Code 312) Students of 6th Semester have to write a Project Report of (6 Credits). The Project Report has two Sections, viz.

- (a) External : **Project Viva** (50 Marks), where Viva on written Research Project/ Project Report would be taken by an External Examiner.
- (b) Internal : **Submission of Research Project/ Project Report** (50 Marks)
It involves conduct of study, submission of Report & Viva at Institute.



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1. ARRANGEMENT OF CONTENTS:

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

1. Title Page
2. Declaration / Supervisor Certificate/Company Certificate
3. Acknowledgement
4. Table of Contents
5. **Chapter Plan:**
 - Chapter I: Introduction**
 - Chapter II: Literature Review**
 - Chapter III: Research Methodology**
 - Objectives of the study
 - Research Methodology
 - Methodology used for Data Collection
 - Methodology used for Data Analysis
 - Limitations of the study
 - Chapter IV: Analysis and Interpretation of Data**
 - Chapter V: Findings & Suggestions**
 - Chapter V: Conclusions**
6. List of Tables
7. List of Figures
8. List of Symbols, Abbreviations and Nomenclature
9. Appendices
10. References

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

2. PAGE DIMENSION AND BINDING SPECIFICATIONS:

The dimension of the Project Report should be in A4 size. The Project Report should be bound using flexible cover of the thick white art paper. The cover should be **printed in black letters** and the text for printing should be identical.

3. PREPARATION FORMAT:

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 Declaration / Supervisor Certificate/ Company Certificate – A specimen copy of the Cover page & Title page of the Project Report are given in **Appendix 2**.

3.3 Acknowledgement: Given in Appendix 3.



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- 3.4 Abstract** – Abstract should be one page synopsis of the project report typed double line spacing, Font Style Times New Roman and Font Size 12.
- 3.5 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 Bonafide 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.
- 3.6 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.
- 3.7 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.
- 3.8 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.
- 3.9 Chapters** – The chapters may be broadly divided into 4 parts (i) **Introductory Chapter**, (ii) **Literature Review** (iii) **Research Methodology** (iv) **Analysis & Interpretation** (v) **Findings & Suggestions** (vi) **Conclusions**

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

- Each chapter should be given an appropriate title.
- Tables and figures in a chapter should be placed in the immediate vicinity of the reference where they are cited.
- Footnotes should be used sparingly. They should be typed single space and placed directly underneath in the very same page, which refers to the material they annotate.

3.10 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 at 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.

3.11 List of References –The listing of references should be typed 4 spaces below the heading “REFERENCES” in alphabetical order in single spacing left – justified. The reference material should be listed in the alphabetical order of the first author. The name of the author/authors should



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be immediately followed by the year and other details.

A typical illustrative list given below relates to the citation example quoted above.

REFERENCES

1. Aripnammal, S. and Natarajan, S. (1994) 'Transport Phenomena of Sm Sel – X Asx', Pramana – Journal of Physics Vol.42, No.1, pp.421-425.
2. Barnard, R.W. and Kellogg, C. (1980) 'Applications of Convolution Operators to Problems in Univalent Function Theory', Michigan Math. J., Vol.27, pp.81-94.
3. 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.

FORMAT FOR BIBLIOGRAPHY

Books

Pandey, I.M; Financial Management, Vikas Publishers, New Delhi; 2011

Articles

Gupta, K; Durables: On a Fast Track; Harvard Business Review, No. 11; Vol. 8; pp 4-7.

Websites:

www.google.com

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.

1. TYPING INSTRUCTIONS:

Following aspects must be adhered to as given in while compiling the body of report.

- (a) **Page Size:** Good quality white A4 size executive bond paper should be used for typing and duplication.

(b) **Page Specifications**

(i)	Left Margin	1.25inch
(ii)	Right Margin	1.25inch
(iii)	Top Margin	1inch
(iv)	Bottom Margin	1inch

- (c) **Page Numbers:** All text pages starting from Body of the Project Report as well as program



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source code listings should be numbered at the **bottom center** of the pages.

(d) Normal Body Text

- i) **Font Size:** 12, Times New Roman, 1.5 Spacing, Single Side Writing.
 - ii) **Paragraphs Heading Font Size:** 12, Times New Roman, Bold
 - iii) **Page/Title Font Size:** 14
- (e) **Table and Figure Number:** Table and figure numbers are to be written at the bottom of the table/figure.

(f) Binding & Color Code of the Report

- (i) Hard Bound Report
- (ii) Back ground of the cover page– Black
- (iii) Color of Letters : Golden

2. **Conclusion:** The impression on the typed copies should be black in color.

One and a half spacing should be used for typing the general text. The general text shall be typed in the Font style 'Times New Roman' and Font size 12.



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APPENDIX 1

A RESEARCH PROJECT/

A PROJECT REPORT

ON

“A Comparative Study of Buying Behaviour Towards Hyundai & Tata Motors”

**Submitted in the partial fulfillment for the award of Degree of Bachelor in
Commerce (B.COM)/ Degree of Bachelor in Business Administration(BBA)
2020-23**

UNDER THE GUIDANCE:

Ms. Isha Goyal

Faculty (Management), CPJCHS

SUBMITTED BY:

Shachi Sharma

Enrollment No.

Batch (2020-23)



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APPENDIX 2

DECLARATION

-

This is to certify that Research Project/ Project Report entitled “.....”which is submitted by me in partial fulfillment of the requirement for the award of degree B.Com (H)/ BBA (G) to GGSIP University, Dwarka, Delhi comprises only my original work and due acknowledgement has been made in the text to all other material used.

Date:

Name and Signature of Student

Approved By:

Name of Subject Teacher/ Supervisor



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APPENDIX 3

Certificate

This is to certify that Research Project/ Project Report entitled “.....” which is submitted by in partial fulfillment of the requirement for the award of degree B.Com (H)/ BBA (G) to GGSIP University, Dwarka, Delhi is a record of the candidate own work carried out by him under my/our supervision.

Date:

Supervisor Signature

CPJCHS&SOL



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APPENDIX 4

Acknowledgement

I offer my sincere thanks and humble regards to Chanderprabhu Jain College of Higher Studies & School of Law, GGSIP University, New Delhi for imparting us very valuable professional training in B.Com (H)/ BBA(G).

I pay my gratitude and sincere regards to Mr./Ms.. my Project Guide, for imparting his/her knowledge. I am thankful to him as he has been a constant source of advice, motivation and inspiration. I am also thankful to him for giving his suggestions and encouragement throughout the project work.

I take the opportunity to express my gratitude and thanks to our computer Lab staff and library staff for providing me opportunity to utilize their resources for the completion of the project.

I am also thankful to my family and friends for constantly motivating me to complete the project and providing me an environment which enhanced my knowledge

Student's Signature