

No. CPJCHS/2023/055

28-Sept-2023

### NOTICE

#### Minor Project Report BCA – V Semester

All students of BCA -V Semester are required to submit their Minor Project Report (BCA 307-MPR) in Hard Copy to their respective Mentor (Mentors List Attached) as per below mentioned schedule:

S. No.	PARTICULAR	DEADLINE
1.	Submission of MPR Titles	10 <sup>th</sup> October, 2023
2.	Progress Work: Review 1	25 <sup>th</sup> October, 2023
3.	Progress Work: Review 2	10 <sup>th</sup> November, 2023
4.	Submission of Final Report	18 <sup>th</sup> November, 2023
5.	Internal MPR VIVA	Will be Notified in Internal Examination Date sheet

You are also required to prepare a PPT & Hard Bound File of the Minor Project 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 Minor Project Report.

**For any query, kindly contact your Mentor.**

Sd/-  
Dean-MCIT

Sd/-  
Director

**Annexure:**

1. Mentor List
2. Guidelines

CC:

- Director General – for kind information
- PC BCA/ Mentors of BCA-V Semester
- In charge – Social Media with the request to upload the Notice on Social media platform & College website

#### Batch: 2021-2024

### Mentors & Mentees List of Summer Training Project Class: BCA V Semester

S. No.	Enrollment No.	Student Name	Mentor Name
1	00121502021	Ujjwal Jain	Mr. Gagan Bhayana (Assistant Professor) gagan.bhayana@cpj.edu.in M-9999638967
2	00221502021	Yashika Pasricha	
3	00321502021	Kartik Dogra	
4	00421502021	Ekta Gupta	
5	00521502021	Juhi Chopra	
6	00621502021	Aakash Rana	
7	00721502021	Snehit Dua	
8	00821502021	Khushi Jain	
9	00912502021	Nakul Handa	
10	01021502021	Sachin Tiwari	
11	01121502021	Kanishka Gupta	
12	01221502021	Surbhi Gupta	
13	01321502021	Sourabh Kumar	
14	01421502021	Namya Singh	
15	01521502021	Varsha Pundir	
16	01621502021	Abhishek Babu	Mr. Prabhat Thakur (Assistant Professor) prabhat.thakur@cpj.edu.in M-9910231861
17	01721502021	Ayush	
18	01821052021	Harman Sigh	
19	01921502021	Himanshu Raheja	
20	02021502021	Jatin Singh	
21	02121502021	Uday Shankar	
22	02221502021	Devansh Chauhan	
23	02321502021	Vanshika Vashist	
24	02421502021	Divyam Satti	
25	02521502021	Tushar Kamra	
26	35121502021	Navneet Setia	
27	35221502021	Sanyam Ahuja	
28	35321502021	Ankit Goel	
29	00124202021	Ishant Sharma	
30	00224202021	Hrithik Saxena	
31	00324202021	Mayank	
32	00424202021	Jagriti Sethi	
33	00524202021	Muskan	

34	00624202021	Rishi Seth	<b>Mr. Himanshu Pandey</b> (Assistant Professor) himanshu.pandey@cpj.edu.in M-6395307154	
35	00724202021	Maan Gupta		
36	00824202021	Sahil Khanna		
37	00924202021	Kishan		
38	01024202021	Mehul Bhagat		
39	01124202021	Sujal		
40	01224202021	Ritish Gupta		
41	01324202021	Anshu Rana		
42	01424202021	Kunal Malik		
43	01524202021	Ashirwad Singh		
44	01624202021	Hemant		
45	01724202021	Priyanshu Singh		
46	01824202021	Charu Gupta		<b>Mr. Manvender</b> (Assistant Professor) manvender@cpj.edu.in M-7906410239
47	01924202021	Aditya Tiwari		
48	02024202021	Yashpal Singh Rawat		
49	02124202021	Kashish		
50	02224202021	Rupesh		
51	02324202021	Vrishti		
52	02424202021	Abhishek Shakya		
53	02524202021	Shiv Sagar		
54	35124202021	Pratham Manchanda		
55	35224202021	Deepanshu		
56	35324202021	Payal Gupta		
57	50124202021	Laksh Rajan		



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Annexure-2

## GUIDELINES FOR PREPARATION OF PROJECT REPORT FOR BCA V 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: Profile of the Organization Introduction**

**Chapter II: System Analysis**

Existing System

Proposed System

SDLC

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**Chapter III: System Design**

**Chapter IV: System Requirement**

**Chapter V: Implementation & Testing**

**Chapter VI: Limitations & Future Scope**

#### Format for Bibliography

##### Books:

Pandey, I. M., Financial Management, Vikas Publishers, New Delhi; Edition 2016.

##### Articles:

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

##### Websites:

[www.google.com](http://www.google.com)

##### Annexure:

Questionnaire (if applicable)

## **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: Profile of the Organization Introduction  
**Chapter II: System Analysis**  
**Existing System**  
**Proposed System**  
**SDLC**  
**Chapter III: System Design**  
**Chapter IV: System Requirement**  
**Chapter V: Implementation & Testing**  
**Chapter VI: Limitations & Future Scope**
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:**

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

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

### **Acknowledgement: Given in Appendix 3.**

**Abstract** – Abstract should be one page synopsis of the project report typed double line spacing, Font Style Times New Roman and Font Size 12.

**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.

**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.

**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.

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

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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.

**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.

**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 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 Mach, 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.

**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.

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

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



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(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

**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

**MINOR PROJECT REPORT**

On

**“Library Management System”**

Submitted in the partial fulfillment for the award of Degree

BCA: 2021-24

**Under The Guidance:**

Mr. Vinod

Assistant Professor, CPJCHS

CPJCHS&SOL

**Submitted By:**

Jiya Sharma

Enrollment No. ....

Batch: 2021-24



**CHANDERPRABHU JAIN COLLEGE OF HIGHER STUDIES & SCHOOL OF LAW**

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### APPENDIX 2

### DECLARATION

-

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

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**Date:**

**Name and Signature of Student**



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### APPENDIX 3

## 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 BCA.

I pay my gratitude and sincere regards to Mr./ Ms. ...., my project Guide for giving me the cream of 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**