GUIDELINES FOR PROJECT WORK

Every student has to undergo a project work individually, which is part of the curriculum of the study.

SCOPE OF THE PROJECT WORK
1. A student should choose a topic from:
   a. the subjects studied in the programme.
   b. the recent technology adopted in industries.
   c. their current area of working.
2. To give exposure to the students to implement the theoretical concepts studied throughout the programme in real time applications.
3. To gain practical knowledge and solving the difficulties arise at the development and implementation stages.

PASSING REGULATIONS
The project work will be valued for a maximum of 100 marks. A candidate has to secure a minimum of 50 marks for a pass in the Project work. In case, a candidate fails he/she has to resubmit the project work after carried out the required modification.

ELIGIBILITY OF PROJECT GUIDE
1. The faculties from Library and Information Science / Computer Science / Information Technology / Software Engineering and their related fields, and having a minimum of 5 years of teaching experience in any recognized college or university. Experience certificate of the proposed guide is to be enclosed with project proposal proforma.

FORMAT OF THE PROJECT REPORT
1. The Project should be in English version, and the number of pages shall be a minimum of 30 and a maximum of 60.
2. A4 size bond paper should be used.
3. Computerized typing in double-line space on one side only.
4. The text should be with font Bookman Old 12 pt.
5. The Project report should be card-board bound with laminated wrapper sheet. Spiral or any other form of binding will not be accepted.

Dr. M. ARUL
DIRECTOR
GENERAL INSTRUCTIONS

1. The enclosed proforma (Original & Duplicate) are to be submitted to the Directorate on or before 30-05-2020, and the original form will be returned to the student after the approval.

2. A student has to submit a copy of the project work to the Directorate.

3. It is the responsibility of the student to identify a suitable guide in the respective field and to select topic.

4. In case the proposed guide is not acceptable to the Director, the student may be advised to change the guide before the proposal is considered for approval.

5. The approved guide can have a maximum of 5 students at a time.

6. A student should remit the valuation fee before submitting the project report.

7. The project report should contain a certificate duly signed by the guide, stating that the project report is original work and not submitted earlier to any college / university.

8. The photocopy of the proforma should be attached to the project report at the time of submission.

9. The last date for submission of project report shall be 30-06-2020 and late submission will not be considered for valuation.

10. All enquiries regarding the project report should be sent to

    The Director
    Directorate of Distance Education
    Annamalai University
    Annamalai Nagar – 608002.

The project report should be in the following order:

1. Title of the Project (Wrapper cover page and Front page)
2. Declaration of the Student
3. Certificate of the Guide
4. Acknowledgement
5. Abstract
6. Table of Content
7. Body of the Project report
FORMAT OF THE WRAPPER PAGE / FRONT PAGE

TITLE OF PROJECT WORK

PROJECT REPORT SUBMITTED TO ANNAMALAI UNIVERSITY,
IN PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR
THE AWARD OF THE POST GRADUATE DIPLOMA IN

(Library Automation and Networking)

Submitted

By

STUDENT NAME
Enrolment No:

Under the Guidance of

(Name of the Guide)

ANNAMALAI UNIVERSITY
DIRECTORATE OF DISTANCE EDUCATION
LIBRARY AND INFORMATION SCIENCE WING
ANNAMALAINAGAR – 608 002
(Year of Submission)
ACKNOWLEDGEMENT

It gives me immense pleasure to express my deep sense of gratitude to **Prof. Dr. M. Arul**, Director, Directorate of Distance Education. Annamalai University who has given me the opportunity to pursue my P.G. Diploma in Library Automation and Networking.

I would like to express my gratitude to **Dr. P. Sivaraman**, Professor and Co-ordinator, Library and Information Science Wing, Directorate of Distance Education. Annamalai University for his consistent co-operation and encouragement throughout the programme.

I express my heartfelt thanks forever to **[Guide Name]** Project guide for suggesting this work, invaluable and untiring guidance, encouragement, Unfailing support and valuable criticism throughout my project work.

I wish to record sincere thanks to all my colleagues, friends and my family members whose blessings made this task possible for me.

[Student Name]
DECLARATION

I hereby declare that the dissertation, entitled “PROJECT TITLE”, submitted for the Award of Post Graduate Diploma in Library Automation and Networking is my original work and the Project has not formed the basis for the award of any Degree, Diploma, Associateship, Fellowship or similar other titles. It has not been submitted to any University or Institution for the award of any degree or diploma.

Signature of the Student

Name:
En.No:

Place:

Date:
CERTIFICATE

This is to Certify that the project work, entitled “PROJECT TITLE” for the award of Post Graduate Diploma in Library Automations and Networking STUDENT NAME (Enrol No: ) during the period of his/her study under my guidance and that the project has not previously formed the basis for the award of any Degree, Diploma, Associateship, Fellowship or similar other title.

Place: 
Date: 
Signature of the Guide 
Name:
ANNAMALAI UNIVERSITY
DIRECTORATE OF DISTANCE EDUCATION
P.G. Diploma in Library Automation and Networking
PROFORMA FOR APPROVAL OF PROJECT PROPOSAL

Enrolment Number: ...........  .................

1. Name and Address of the Student
   With mobile number and Email

2. Title of the Project
   (in Block Letters)

3. Name of the Guide

4. Designation

5. Name of the Institution and Address

6. Academic Qualifications

7. Experience

8. Address for Communication
   (with mobile No) and Email

I, ........................................................................................................ do hereby accept to
guide Mr./Ms..............................................P.G. Diploma in Library Automation and
Networking student of the Directorate of Distance Education, Annamalai
University.

Signature of the Student

Signature of the Guide with Seal

Encl: Abstract and Bio-Data of the Guide

(For office use only)

Signature of the Head
Library and Information Science Wing

Scrutinized by

May be Approved / To Resubmit
DUPLICATE

ANNAMALAI UNIVERSITY
DIRECTORATE OF DISTANCE EDUCATION
P.G. Diploma in Library Automation and Networking

PROFORMA FOR APPROVAL OF PROJECT PROPOSAL

Enrolment Number: .................. .................. .................. .................. ..................

1. Name and Address of the Student : 
   With mobile number and Email

2. Title of the Project : 
   (in Block Letters)

3. Name of the Guide : 

4. Designation : 

5. Name of the Institution and Address : 

6. Academic Qualifications : 

7. Experience : 

8. Address for Communication : 
   (with mobile No) and Email

I, ................................................................. do hereby accept to guide Mr./Ms.  
   ................................................. P.G. Diploma in Library Automation and Networking 
   student of the Directorate of Distance Education, Annamalai University.

Signature of the Student 

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