



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର, ଓଡ଼ିଶା  
Odisha State Open University, Sambalpur, Odisha  
Established by an Act of Government of Odisha.

## PROJECT GUIDELINES FOR STUDENTS

Course Type: Project

Course Code: DCA-07 (8-Credits)

### PROGRAMME: Diploma in Computer Applications (DCA)

**Weightage for Project Report/Dissertation:** 100% (**Project Report:** 75%, **Viva-Voce:** 25%)

**Topics:** In this course the learner has to develop a software project such as a website /Software application for an enterprise or a mobile App. etc. using the tool /programming language/ courses learnt in the programme or any other relevant software.

**Project Synopsis:** A project synopsis need to upload in Web portal of [www.osou.ac.in](http://www.osou.ac.in) ([Click Here](#)) on or before the specified date for approval of the project. Synopsis form can be downloaded from OSOU Student Corner ([Download](#)).

**Approval of the Project Synopsis:** It will be evaluated by an appropriate authority within a week with remark. In case the project proposal is not approved, the learner has to re-submit it within a week by incorporating the changes as suggested. The approval Letter must be attached in the appendices of the project report. All the information about the project synopsis i.e. uploading date, Approval status and Approval Letter will be available in Student portal of OSOU Site.

**The Supervisor:** The learner has to identify a supervisor who is a counsellor or a Lecturer in the field of Computer Science and Application or a professional with requisite qualification like MCA, M.Sc. (Comp.Sc. /IT), M. Tech (Comp. Sc. /Comp. Engg.)

**No. of copies to be submitted:** Two copy of the project is to be submitted to the Study Centre duly signed by the candidate and the Supervisor. The original copy of the project report should be send to University Head Quarter through study centre for future use and another copy will be retained by the Learner.

# The following suggested Guidelines must be followed in preparing the project Reports

Good quality white A4 size Paper should be used for project Report

**Binding Specification:** Spiral Binding/Book Binding

**Page Specification:**

Left margin: 3.0 cm	Right margin: 2.0 cm
Top margin: 2.55 cm	Bottom margin: 2.55 cm

- **Page numbers** - All Report page should be numbered at the bottom Center of the pages.
- **Normal Body Text:** Font Size: 12, Time New Roman, justified. 6 point after and before Para spacing.
- **Paragraph heading font Size:** 14, Times New Roman, Left Aligned. 12 point after and before Para spacing.
- **Chapter Heading Font Size:** 20, Times New Roman, Centre Aligned, 30 point above and below spacing.(If required)
- **Coding Font size:** 10, Courier New, Normal.

**The Project Report should include:**

- One hard Copy of the Project Report
- Soft copy of Project on CD/DVD in an envelope pasted inside of the back cover of the project report
- The Project may be about **30-50 pages** (excluding coding)

## FORMAT OF THE DCA PROJECT REPORT

1. Cover page as per format	7. List of Figures
2. Declaration	8. List of Tables
3. Originality Certificate	9. Project Report
4. Acknowledgment	10. List of Abbreviations
5. Abstract	11. List of Notations
6. Table of Contents	12. Bibliography/References

*A project report on*

# PROJECT REPORT TITLE

SUBMITTED IN PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR THE

## **Diploma in Computer Application (BATCH-2017-18)**

Submitted By:

NAME OF STUDENT:

Enrollment No.:

Under the Guidance of

Name:

Designation:



Study Centre Name/Code

ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର  
Address

**Odisha State Open University, Sambalpur**

## DECLARATION

I **Mr./Ms. xxxxxx xxxxx xxxxx**, hereby declare that the dissertation entitled “**Title of The project**” submitted by me in partial fulfillment of the requirement of Diploma in Computer Application is a record of my bonafide work being carried out by me under the guidance of Prof. /**Asst. Prof./Lect./Er. XXX.XX XXXXX and Prof. XX.X XXXX, Department** of CSE, **XXXX, BBSR**, India.

The work included in this dissertation has not been submitted to any other University / Institution for award of any degree/diploma.

**Date:**

**Mr. XXXXX XXXXX**

**Enrollment No. 123456789**

## ORIGINALITY CERTIFICATE

This is to certify that the results embodied in the dissertation entitled “**Title of the project**” submitted by **Student Name** bearing Enrollment number **DCA-XXX-XXXX** under Odisha State Open University is a record of bonafide work carried out by the candidate under my direct supervision and guidance.

This dissertation has reached the standards fulfilling the requirements of the regulations relating to the Diploma in Computer Application, and has not been submitted previously in this University or in any other University / Institute for award of any degree/diploma, to the best of my knowledge.

Date:

(Name and Signature of the Supervisor with seal)

## **ACKNOWLEDGMENT**

I take great pleasure & privilege in devoting my heartiest and sincere gratitude to my supervisor **prof. XXX.XX. XXXXX** for his immense support & motivation during the course of the thesis without which this work would not have seen the light of the day.

I am very grateful to **Prof. XXXXXXX XXXX** for helping me in completing my work.

I offer my sincere gratitude to my Counselor **Prof. X.X XXXXX** who has helped & encouraged me in each step for successful completion of my work.

I extend my special gratitude to my family for their co-operation and love all through.

**Student Name**

**Enrollment No.**