Department of Computer Science and Engineering (CSE)
Chittagong University of Engineering and Technology (CUET)
Chittagong-4349, Bangladesh.

Format for Thesis/Project Report of B. Sc. Engineering Degree.

The following set of instructions may be followed as standard format for the thesis/project report.

1. **Size and Thickness of Paper:**
   Thesis/project is to be printed on A4 size quality offset paper and minimum weight of paper should be 70 gm.

2. **Typing or Print:**
   The typeface should be consistent and the copy must be clean for both text and illustration. Dot matrix printers should not be used unless giving near letter quality. The general text of the thesis/project report should be spaced at one and a half with single spacing for footnotes or lengthy quotations. Triple or larger spacing may be used where necessary to set off headings, subheadings or illustrations. The thesis/project report must be in "letter quality" print and laser printing is recommended. And standard type (font) may be used but it must be consistent throughout. The print size should be at least 11 points (or equivalent) not exceeding 12 points.

3. **Margins and Layout of Text:**
   There must be a margin of 4 cm to allow for binding on the left hand side of the paper. Minimum margins of 3 cm are required at the top and the bottom. A 2.5 cm margin is required at the right hand side. This also applies to tables and figures.

4. **Pagination:**
   The text is to be numbered consecutively in the top right hand corner of the page, beginning with the first page of the text. The page numbers are to be approximately 2.5 cm (1 inch) from the top and 2.5 cm from the right hand edge of the page. The number does not appear on the first page of the text although is understood to be a numeral '1'. All figures, tables, appendices and similar materials are numbered as pages of the text through to the end of the thesis/project report. Material preceeding the first page of the text is to be numbered in small roman numerals centered at the bottom of each page. The title page is considered to be a page but is not so indicated.

5. **Word Spacing and Division:**
   Text should be set to ensure an even spacing between words for any particular line. Word division at the ends of lines (hyphenation) should be avoided if possible.

6. **Illustrations:**
   Tables, figures, photographs, and other illustrations must always be referred to in the text. They should be arranged neatly and effectively. They should be in black ink, or be high quality photocopies, photo-offset, or photographs. They should be presented on paper of similar weight to that used in the thesis/project report. Oversize maps charts or diagrams must be folded so that they can be bound with the pages or inserted

in a pocket. Original photographs or photo-offset must be provided in all required copies of the thesis/project report. They should be properly pasted on paper with permanent non-wrinkle glue. Photographs printed on 21. 5 cm X 28 cm (8 1/2 in X 11 in) photographic paper or photo-offsets are preferred rather than being pasted on. High quality computer graphics (back and white or colour) and high-quality colour photocopies are acceptable. All required copies must be identical.

The title of a table must be above the table and the title on the figure, below the figure. The student should consult with the thesis/project supervisor if any difficulty arises in the placing of illustrations.

7. **Computer Disks:**

A student must be submitted a soft copy (CD) of his/ her project/thesis paper including all necessary data. If a student wishes to include computer disks as a part of his data, he must submit a disk for each required copy of his thesis. These must be submitted loosely. It is not necessary to submit them at the time he schedule his defense. In this case there should be a pocket in the thesis/project report on the inside back cover. He should also indicate the presence of computer disks in his Table of Contents.

8. **Binding and Color:**

Sewn and bound in strong, waterproof cloth. Not more than 6.5 cm thick. You should maintain the color of the cover page of the thesis/project paper according to the following convention.
    * **White color:** for Microprocessor-based design, Digital system design, Computer peripheral and Interfacing.
    * **Pink color:** for Artificial Intelligence, Date mining, Natural language processing, Neural Networks and Fuzzy Logic.
    * **Green color:** for Data communication and Networking, Multimedia communication, Image processing, Information security and Cryptography.
    * **Sky:** for Software Engineering, DBMS, Algorithm, web mining, E-commerce.

Note that the various color of the cover page will be supplied by the departments.

9. **Lettering:**

In Black on spine only.
Top	:	Degree
Middle	:	Title of the Thesis/ project
		Name of author (initials and surname)
Foot	:	Year of Presentation.
Cover page	:	In Black on Cover.
Positioning	:	Centre Justified.

10. **Order of Items:**

10.1.1 **Title Page:**

The student should follow the following in 14 point boldface upper and lower case letters.

10.1.2 The word 'by' should be in lower case letters.

10.1.3 The name of the author should be in upper and lower case letters, and should be identical to the one in the copyright page. The name used must be the student's legal

name as it appears on the University records. The roll number of the students writing just below the author name.

10.1.4 Write out the full name of the degree in uppercase letters for which the work is presented, e.g. BACHALOR OF SCIENCE COMPUTER SCIENCE AND ENGINEERING in the middle.

10.1.5 Under major subject, write out your department/Institute or school's name in full e.g. Computer Science and Engineering (CSE).

10.1.6 Type in Chittagong University of Engineering and Technology CUET) in uppercase and lowercase letters.

10.1.7 The date of the title page should indicate the Month and year of the defense, e.g. September, 2006.

10.2. Certification page of Thesis/Project Report Approval:
The certification page of Thesis/Project Report Approval should be as per the format of Appendix-I.

10.3. Declaration Page:
The Declaration page should be as per the format of Appendix-II.

10.4. Dedication (optional)

10.5. Table of Contents:
The decimal system is advised for mentioning the headings and subheadings of the chapter. Each heading and subheading appearing in the Table of Contents must appear in the text of the thesis/project report.

10.6. List of Tables and Figures:
A List of Tables and Figures should follow the Table of Contents. Each should appear on separate page with the appropriate page numbers. However, if the lists are very short they may be combined on one page under the title "List of Tables and Figures". It is advised that the decimal system (e.g. figure 3.2 is the second figure in the chapter 3 and table 5.3 is the third table in the fifth chapter respectively as shown as bellow) should be used for figures and tables if this system is followed for headings.
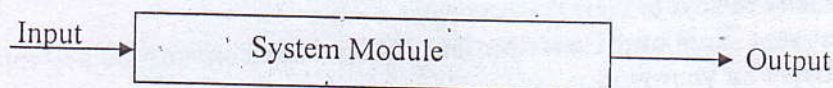
Input → System Module → Output

Figure 3.2: An input-output System.

Table 5.3: Deflections at various loads

No.	Load (in ohm)	Deflection	Year
01.	1000	0.0520	2005
02.	10.00	1.044	2006

Note that the name of the figure must be indicates in below-middle to the figure and the name of the table must be indicates in the top-middle of the table.

10.7. List of Abbreviations of Technical Symbols and Terms:
Page of the list of Abbreviations of Technical Symbols and Terms should be incorporated following the page of list of Tables and Figure. In this respect the student is advised to consult information sources such as Abbreviations Published by the American Standards Association and other information sources available in the Central Library. These Abbreviations are also frequently found listed at the back of standard texts on technical writing.

10.8. Acknowledgements:
These should be given on a page following the List of Abbreviations of Technical Symbols and Terms. The student should acknowledge advice, service encouragement, library and information service support and source of financial support.

10.9. Abstract:
The student is required to incorporate an abstract following the page of acknowledgment. The abstract must be no longer than can be accommodated in single space type on one side page only.

10.10. Main Body of Text:

10.10.1. Headings and Sub-headings:
Headings and subheadings of the text must be consistent and correspond to the headings given in the Table of Contents. Each major chapter should being on a new page. Heading of the each chapter must be 18 point bold with uppercase and lowercase letter. Major headings should be numbered and appear in boldface uppercase and lowercase letters with 14 point font size and justified within the respective chapter. The subheading should be numbered and boldface uppercase and lowercase letters with font size 12 and sub-subheading (if necessary) should be numbered in boldface uppercase and lowercase letter with font size 12, italic respectively.

11. Chapter Overview
- **Chapter 1: Introduction:** This chapter should be contains of the following information.

1.1. Some preliminary information regarding to your thesis/project topics.

1.2. **Background or Previous works:** This section consists of the some information that are directly related to your thesis/project work.

1.3. **Present state and Contribution:** This section contains the key information that are contributed by your work.

1.4. **Motivation:** This section explain the some reasons why you choosing the topics or field that you will be done on your project or thesis work

1.5. **Prospects:** This section explains the some points about the future prospects or importance of your thesis/project work.

1.6. **Organization of the Thesis:** This section explains the organization of your thesis or project paper of that you have described in the subsequent chapter.

- **Chapter 2: Literature Review** that contains the sufficient description about your thesis/project topics. Definition of the various terms, Mathematical background, technology that you have applied for implementing your work, Algorithm (if any) that used to your works are mention explicitly in this chapter.

- **Chapter 3: Experimental Design or Methodology** that contains the details description of your own thesis/project. This chapter may contain Block diagram, Flow diagram, Process diagram, Design layout, Circuit diagram of your thesis/project and the details description of each part of the diagram. Be careful, for mentioning the name this chapter. For example, the title of your thesis/project is, **"Design and Implementation of a Bangla to English Machine Translator"**. We may mention the name of this chapter with respect to this title as **"Translation Engine"**.
- **Chapter 4: Implementation** that contains the details description of the implementation procedures of your thesis/project work.
- **Chapter 5: Experimental Results and Discussion** that contains the experimental set up and some experimental results that have been done during experimental of your design module. Note that Experimental results try to present in tabular form and try to represent the performance analysis of your module or design in terms of graph. Describe the each parameter that has been used in equation, table or graph. Discuss the meaning of the data and graph in details.
- **Chapter 6: Conclusion and Recommendations:** This chapter concludes your thesis or project works by mentioning the goal that you are achieved in by completing your work. You also mention the correctness and accuracy of your methodology by which you have done the work.

11. **References/Bibliography:**

Notes and bibliography/references should be typed in single spacing. A consistent policy should be used, inserting the notes at the foot of page or at the end of each chapter or at the end of the thesis/project report. References must be complete, clear and exact and must give sufficient information to enable any person reading the thesis/project report to find the references quickly and easily. A reference to an article in a journal must include author's name and initials, the title of articles, the title of the journal, date/year, volume if applicable, issue number if applicable and inclusive pages. A reference to a book must include the name of the author with initials, title of the book, title of article in the book, volume if applicable, editor if applicable, place of publication if applicable, publishers if applicable, year of publication and specific page number, if titles of journals are abbreviated, they must follow a standard form as used in a reputed research journals. All references listed in the reference section must be cited in the text must be listed in the reference section. References to conference proceedings must include the date and location of conference. The student is all suggest following the example for writing the references or bibliography that is cited below. Alphabetical listing of references by author is preferable.

[1] A. B. Author, Title of Book, ABC press, 2000.

[2] A. B. Author and C. Author, "Title of journal paper", Journal, vol. 1, no. 3, pp. 11-25, January, 1999.

[3] A. B. Author, C. Author and D. E. Author, "Title of conference paper", in Proc. International Conference on Computer and Information Technology (ICCIT' 02), pp-101-104, Dhaka, Bangladesh, 2002.

13. **Appendices:**

Appendices are included to provide detailed information that would otherwise detract the readability of the main body of the text. Computer programs, lengthy tables, program codes and detailed laboratory procedures etc. are a few examples of material to be included in the Appendix. Appendices must be paginated in accordance with the text. All tables and figures in the Appendices must be appropriately labeled and listed in the Lists of Tables and Figures.

APPENDIX-1

The thesis/project titled--

-----------------------Submitted by Roll No:-----------------------Session------------
---has been accepted as satisfactory in partial fulfillment of the requirement for the
degree of---
-on---

BOARD OF EXAMINERS

1. (Signature)

   Name of the Supervisor   Chairman
   Designation & Address

2. (Signature)

   Name of the Head of Dept.   Member
   Designation & Address   (Ex-officio)

3. (Signature)

   Name of the Enternal Member   Member
   Designation & Address

APPENDIX-2

STATEMENT OF ORGINALITY

It is hereby declared that the contains of this thesis is original and any part of it has not been submitted elsewhere for the award if any degree or diploma.

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Signature of the Supervisor
Date:

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Signature of the Candidate
Date: