**Guidelines for the Preparation of Seminar Report**

* Seminar Report should be typed neatly only on one side of the paper with 1.5 line spacing on an A4 size bond paper (210 x 297 mm).
* The margins should be: Left - 1.25", Right - 1", Top and Bottom - 0.75".
* Before taking the final printout, the approval of the coordinator is mandatory and suggested corrections, if any, must be incorporated.
* Copy of the report must contain

Title page

Certificate

Abstract

Table of contents

List of table & figures (optional)

Chapters

References

* Main bodyof the report divided appropriately into chapters, sections and subsections. The chapters, sections and subsectionsmay be numbered in the decimal form for e.g. Chapter 2, sections as 2.1, 2.2 etc., and subsections as 2.2.3, 2.5.1 etc.
* The **chapter must be left or right justified** (**font size** 16).  Followed by the **title of chapter centered** (**font size 18**), **section/subsection numbers along with their headings** **must be** **left justified** with **section number and its heading in font size** 16 and **subsection and its heading in font size** 14. The **body or the text** of the reportshould have font size 12. All in **Times New Roman.**
* The figures and tables must be numbered chapter wise for e.g.: Fig. 2.1 Block diagram of a serial binary adder (centered and below the fig), Table 3.1 Primitive flow table (centered and above the table).
* The last chapter should contain the summary of the work carried, contributions if any, their utility along with the scope for further work.
* Only SI units are to be used in the report.
* Important equations must be numbered in decimal form for e.g.

**V = IZ**                                   ….......                  **(3.2)**

* All equation numbers should be right justified.
* Reference or Bibliography: The references should be numbered serially in the order of their occurrence in the text and their numbers should be indicated within square brackets for e.g. [3].  The section on references should list them in serial order in the following format.
1. For textbooks – A.V. Oppenheim and R.W. Schafer, Digital Signal Processing, Englewood, N.J., Prentice Hall, 3 Edition, 1975.
2. For papers – Devid, Insulation design to combat pollution problem, Proc of IEEE, PAS, Vol 71, Aug 1981, pp 1901-1907.