THK Jain College
DEPARTMENT OF COMMERCE (Morning & Day Shift)
Structure & Guidelines of Project Work (CC 6.1CH) for
B.Com Semester-VI (Hons.) Students

All the students of semester VI Hons. are hereby directed to follow the guidelines as mentioned below, while preparing their project work (CC6.1Ch). The marks distribution of the project work paper is project report -50 marks & Viva Voce- 50 marks.

STRUCTURE OF PROJECT REPORT

Sl. No.	COMPONENTS OF A PROJECT	DESCRIPTION
1	COVER PAGE	Contains **Project Title** along with all the details of a student (i.e. **CU Roll No, CU Registration No** etc.) and must mention Supervisor's Name correctly and other details, if necessary.
2	SUPERVISOR'S CERTIFICATE	Follow ANNEXURE - IA
3	STUDENT'S DECLARATION	Follow ANNEXURE - IB
4	ACKNOWLEDGEMENT	Standard Form
5	TABLE OF CONTENTS	Standard Form (Must mention Page Numbers)

Sl. No.	NAME OF THE CHAPTER	SUB-POINTS / COVERAGE OF EACH CHAPTER
1	CHAPTER-1 INTRODUCTION [Marks-10]	i) Background of the Study
		ii) Need of the Study
		iii) Literature Review
		iv) Objectives of the Study
		v) Data & Methodology
		vi) Limitations of the Study
		vii) Chapter Planning
2	CHAPTER-2 CONCEPTUAL FRAMEWORK - NATIONAL & INTERNATIONAL SCENARIO [Marks-05]	i.) Concepts and theories of the topic or
		ii) Explore and analyze the topic in the context of National-International scenario; or
		iii) Both.
3	CHAPTER-3 PRESENTATION, ANALYSIS & FINDINGS [Marks-25]	i) Explore & analyze the topic through Data presentation, using statistical diagrams with proper interpretation.
		ii) Basic Statistical Methods could be used (For example; Use of Central Tendency, Dispersion use of Correlation etc.),if possible.
		iii) Clearly mention the major findings or observations from the data analysis.

4	CHAPTER-4 CONCLUSION & RECOMMENDATIONS [Marks-10]	i) Summarize the whole Study with concluding remarks.
		ii) Based upon the entire study, some recommendations or suggestions are needed to be mentioned.
5	REFERENCES / BIBLIOGRAPHY	All the references including Website, link etc must be mentioned (if applicable).
6	ANNEXURE QUESTIONNAIRE / ANY REPORTS	Must add questionnaire, reports in this section (if applicable).

Please Note that

1. Font Style should be 'Times New Roman'.

2. Font Size would be 12 and headings could be 14/16.

3. Alignment should be in Justified Format.

4. There should be page border in every page throughout the project report.

5. Do mention Page Number in Footer Starting from Introduction Chapter.

6. Data sources must be mentioned where data is being used.

7. Line spacing should be 1.5.

8. Bibliography / References must be arranged alphabetically.

9. Project should be within a range of 5000 words.

10. Soft Copy of the project should be submitted to respective supervisor for verification by 20th April 2024.

11. After due verification and approval by the respective supervisor, 3 copies of spiral binding project report are required to be submitted within the deadline as will be specified by the college in due time.

12. Projects prepared without maintaining the published guidelines will not be approved and accepted.

****For details please follow C.U. guidelines [Annexure II]**