

FORMAT FOR SEMINAR REPORT

SEMINAR REPORT

Each student is required to write a comprehensive report about the seminar. The report should consist of 20 to 25 pages describing the topic selected. The report should be in the format as described below. It is important that you adhere to these guidelines.

1. ARRANGEMENT OF CONTENTS:

The sequence in which the seminar report material should be arranged and bound should be as follows:

1. Cover Page & Title Page
2. Abstract
4. Table of Contents
5. Acknowledgment
6. Chapters
7. Appendices
8. References

2. PAGE DIMENSION AND BINDING SPECIFICATIONS

The dimension of the seminar report should be in A4 size. The seminar report should be **hard bound using flexible cover of the thick art paper of sky blue colour**. Two copies of the report (hard copy only) should be submitted.

3. TYPING INSTRUCTIONS:

One and a half spacing should be used for typing the general text. The general text shall be **justified and typed in the Font style ‘Times New Roman’ and Font size 12.**

Subheading (Left aligned) **shall** be typed in the Font style ‘Times New Roman’ and Font size 12 and bold.

Heading (Centre aligned) shall be typed in the Font style ‘Times New Roman’ and Font size 14 and bold.

Margins – Left-30mm, top -25mm, bottom-25mm and right – 25 mm.

Header – Seminar topic (Left), Semester I (Centre), 2012-13 (Right) – **Font style ‘Times New Roman’ and Font size 10.**

Footer- Department of Mechanical Engineering (Left), Page number (Centre), College of Engineering Adoor (Right) – **Font style ‘Times New Roman’ and Font size 10.**

4. PREPARATION FORMAT:

4.1 Cover Page & Title Page – A specimen copy of the Cover page & Title page of the seminar report are given in **Appendix 1**.

4.2 Abstract – Abstract should be one page synopsis, it should summarize the aims, conclusions and implications of the topic of your seminar, typed with double line spacing, Font Style Times New Roman and Font Size 14.

3.3 Table of Contents – The table of contents should list all material following it as well as any material, which precedes it. The page numbers of which are in lower case Roman letters. One and a half spacing should be adopted for typing the matter under this head. A specimen copy of the Table of Contents of the seminar report is given in **Appendix 3**.

4.4 Chapters – The chapters may be broadly divided into 3 parts (i) Introductory chapter i.e. developing the main theme of the topic (ii) Literature review of the topic selected (iii) and Summary or Conclusions

The main text will be divided into several chapters and each chapter may be further divided into several divisions and sub-divisions.

- ❖ Each chapter should be given an appropriate title.
- ❖ Tables and figures in a chapter should be placed in the immediate vicinity of the reference where they are cited.

4.5 Appendices – Appendices are provided to give supplementary information, which is included in the main text may serve as a distraction and cloud the central theme.

- Appendices should be numbered using Arabic numerals, e.g. Appendix 1, Appendix 2, etc.
- Appendices, Tables and References appearing in appendices should be numbered and referred to at appropriate places just as in the case of chapters.
- Appendices shall carry the title of the work reported and the same title shall be made in the contents page also.

4.6 List of References- The listing of references should be typed 2 spaces below the heading “REFERENCES” in alphabetical order in single spacing left – justified.

- Should be numbered consecutively (in square [] brackets), throughout the text and should be collected together in the reference list at the end of your report. The references should be numbered in the order they are used in the text.
- List of references strictly in ASME format
A typical illustrative list given below relates to the citation example quoted above.

Anonymous work	[Citation number] If there are no authors, corporate author, editor, compiler, or translator, omit the author spot. Begin the entry with <i>Title of the Book</i> , year, Publisher, Location.
Example	[1] <i>Collaborative Writing in Industry: Investigations in Theory and Practice</i> , 1991, Baywood Publishing Co., Amityville, NY.
Book with one author or a chapter in a book	[Citation number] Author's Name, year, <i>Title of Book</i> , Publisher, Location. [For chapters in a book, add chapter number (if any) at the end of the citation following the abbreviation, "Chap."]
Example	[1] Saxby, G., 1996, <i>Practical Holography</i> , 2nd ed., Prentice Hall, New York, NY, Chap. 6.
Book with two or more authors	[Citation number] For each author, surname followed by initials. List the authors in the order given in the source. Note that commas go between each name, and also that "and" comes before the last name in the list.
Example	[1] J. H. Watt, J. H. and van der Berg, S. A., 1995, <i>Research Methods for Communication Science</i> , Allyn and Bacon, Boston, MA.
Edited or translated book	To the standard author entry, simply insert the names of the editor or translator between title and publication information, separated by a comma. Note that, as with authors, you use the editor's/translator's initials, followed by the full surname, omitting professional titles but including personal titles such as "Jr." or "III". Immediately after, identify that person's role by using either Ed./Eds. (editor/multiple editors) or Trans. (covers both single and multiple translators), followed by a comma.
Example	[1] Sarunyagate, D., Ed., 1996, <i>Lasers</i> , McGraw-Hill, New York, NY.
Journal article	[Citation Number] Author(s), year, "Article Title," Journal Title, vol. no. (issue no.), pp.
Example	[1] Dahl, G. and Suttrop, F., 1998, "Engine Control and Low-NOx Combustion for Hydrogen Fuelled Aircraft Gas Turbines," <i>Int. J. Hydrogen Energy</i> , 23 (8), pp.695-704.
Web Page	[citation number] Author(s), year, "Title of Web Page." Report Number (if applicable), from url.
Example	[1] McBride, B.J. and Gordon, S., 1996, "Computer Program for Calculation of Complex Chemical Equilibrium Compositions and Applications – II. Users Manual and Program Description," NASA Ref Publ. No. 1311, from http://www.grc.nasa.gov/WWW/CEAWeb/

	[1] Danish Wind Energy Association, n.d., from http://www.windpower.org/en/core.htm
Conference Proceedings	[Citation number] Author(s), year, "Article Title," <i>Conference Proceedings</i> , vol. (if given), year, pp.
Example	[1] Welch, G.E., 2000, "Overview of Wave-Rotor Technology for Gas Turbine Engine Topping Cycles," <i>Novel Aero Propulsion Systems International Symposium</i> , The Institution of Mechanical Engineers, London, pp.2-17.
Technical Report	[1] Author(s), year, "Report Title," Report Number (if any) Publisher, Location.
Example	[1] Leverant, G.R., 2000, "Turbine Rotor Material Design – Final Report," DOT/FAA/AR-00/64, Federal Aviation Administration, Washington, D.C.
Thesis/Dissertation	[Citation number] Author, year, "Thesis/Dissertation Title," Ph.D. thesis OR M.S. thesis, Department, University.
Example	[1] Chan, D.C., 1996, "Effects of Rotation on Turbulent Convection: Direct Numerical Simulation Using Parallel Processors," Ph.D. thesis, University of Southern California.
Standards/Patents	[Citation number] Inventor(s), year, "Patent Name/Title." Country where patent is registered, Patent number. For standards: Standard Issuing Body, year, "Standard Name," Number.
Example	[1] Seippel, C., 1949, "Gas Turbine Installation," U.S. Patent 2461186. [1] IEEE, 1992, "Scalable Coherent Interface," IEEE Std. 1596-1992.
Personal communications	[Citation number] Author, year, Position, Affiliation, private communication.
Example	1] Jackson, A., 2004, Consultant at Cranfield University, U.K., private communication.

APPENDIX 1

(A typical Specimen of Cover Page & Title Page)

TITLE OF SEMINAR

<BOLD><Centralized>

A Seminar Report

<BOLD><Centralized>

Submitted by

<Italic><BOLD><Centralized>

NAME OF THE CANDIDATE

<BOLD><Centralized>

in partial fulfilment for the award of the degree

of

<1.5 line spacing><Italic><BOLD><Centralized>

NAME OF THE DEGREE

<BOLD><Centralized>

IN

BRANCH OF STUDY

<BOLD><Centralized>

At



COLLEGE OF ENGINEERING ADOOR

(Affiliated to Cochin University of Science and Technology)

<BOLD><Centralized>

MONTH & YEAR

<BOLD><Centralized>

SPECIMEN

**PERFORMANCE ASPECTS OF
ARTIFICIAL INTELLIGENT NETWORK**

A SEMINAR REPORT

Submitted by

Mr. XYZ

*in partial fulfilment for the award of the degree
of*

MASTER OF TECHNOLOGY

IN

THERMAL ENGINEERING

At



COLLEGE OF ENGINEERING ADOOR

(Affiliated to Cochin University of Science and Technology)

SEPTEMEBR 2012

APPENDIX 2

(A typical specimen of table of contents)

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