

COURSE NO. PR - 601**PROJECT REPORT**

During the 4th semester, students are expected to undergo internship at a business firm/ Government Department /Corporate/Bank/NGO/Cooperative society/startup/or any other enterprise to undergo summer internship/field work as per the guidance of teacher concerned. Original exploratory studies/Case Studies of companies/qualitative research studies are also encouraged. The student has to take up Project work, in the specialization area of Management under the guidance of a faculty member. **They are encouraged to be in regular contact of the supervisor till completion of project.**

The student has to take up preparation of Project Report during 6th Semester, in the specialization area of Management under the guidance of a faculty member. The Project Report must be submitted at the end of 6th semester respectively to the college

The Project work will be an original one and an indicative format for preparation is presented below:

1)Project report should be presented in the following sequence: i) Title page; ii) Student's declaration; iii) Supervisor's certificate; iv) Internship certificate; v) Abstract; vi) Acknowledgements; vii) Table of contents; viii) List of tables; ix) List of figures; x) List of appendices.

2) Chapter Design

Chapter I - Introduction to Study, Research Methodology – Identification of Research Gap, Need for the Study, Objectives, Study period, Scope, Sources of Data, Research Design, Sampling Methods and Techniques, Statistical Tools, Chapterisation etc.

Chapter II Literature Review – Studies pertaining to the topic of study – maybe from Journals, newspapers, text books or internet

Chapter III Company Profile (Optional/depending on the study) – A brief overview of the organization being studied

Chapter IV Data Analysis and Interpretation – The most important Chapter that consists of the data analysis and interpretation using statistical tools mentioned in Chapter I

Chapter V Summary, Major Findings, Conclusions and Suggestions – A summary of the major findings, the student's own observations/comments after completion of study and suggestions to the company if any.

Annexures

- i. Questionnaire
- ii. Bibliography – contains list of books, journals, newspapers with date, databases and websites.

Note: If Primary Data is collected from a select company, Project Report must contain certification. If data is taken from secondary sources, certification is not needed.

The Project Report must be an Original One and Plagiarism rules will be applicable as per University instructions and guidelines.

The Project Report carries 3 credits and shall be evaluated by the panel of examiners constituted by the Board of Studies, Department of Business Management.