Website: www.jntuk.edu.in   Phone: Off: 0884-2300900
E-mail: registrar @ jntuk.edu.in   Fax: 0884-2300901

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY: KAKINADA
KAKINADA-533003, Andhra Pradesh, India
(Established by A.P Act.30 of 2008)

Lr. No. JNTUK/DAP/CSP/2022   Date: 16.07.2022

Dr. L. Sumalatha,
                M.Tech, Ph.D.,
REGISTRAR

To
All the Principals of Constituent and Affiliated Colleges,
JNTUK,
Kakinada.

Sir,

Sub: JNTUK – DAP – Community Service Project - Guidelines – Reg.
Ref: APSCHE Guidelines for Newly Introduced Community Service Project.

**

In the reference cited, the APSCHE has introduced Community Service Project for all the Undergraduate courses which is mandatory. Hence all the Undergraduate students under R20 regulations are required to do the Community Service Project in a minimum of 180 hours during summer vacation for award of four credits.

In this connection, by the directions of the Hon'ble Vice Chancellor it is informed that the students admitted in 2020-21 must do the Community Service Project in the vacation period after II-II for two weeks in offline and remaining project work can be done during the III-I semester weekends and holidays. The students admitted in 2021-22 must do the Community Service Project in the vacation period after I-II.

The guidelines for the Newly Introduced Community Service Project issued by the APSCHE is enclosed.
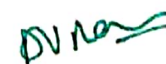
Yours faithfully,

REGISTRAR
REGISTRAR
J.N.T. University Kakinada
Kakinada-533003

Copy to the Director of Evaluation, JNTUK, Kakinada.
Copy to the DAA, JNTUK, Kakinada.

SPOC, IQAC
SITAM, GAJULAREGA
VIZIANAGARAM, A.P., INDIA

Principal
Satya Institute of Technology and Management
Vizianagaram

8. MODEL OF THE PROJECT REPORT

PART – A

1. Introduction:
    A. About the Village / Habitation.
2. Socio-Economic Survey of the Village/Habitation.
    A. Data collection using prescribed formats.
3. Problems identified and Analyses of the problems.
4. Short-term and long term action plan for possible solutions for the problems identified and that could be recommended to the concerned authorities for implementation.
5. Community awareness programmes conducted w.r.t the problems and their outcomes.

PART - B

1. A mini-project work in the related subject w.r.t the habitation/village.
(For ex., a student of Botany may do a project on Organic Farming or Horticulture or usage of biofertilisers or biopesticides or effect of the inorganic pesticides, etc. A student of Zoology may do a project on Aquaculture practices or animal husbandry or poultry or health and hygiene or Blood group analysis or survey on the Hypertension or survey on the prevalence of diabetes, etc.

PART - C

1. Recommendations and conclusions.
2. References

Guidelines to Prepare CSP ABSTRACT

Font   :   1. TITLE   -   16 TNR (bold) all caps

             2. Subheadings   -   14 TNR (bold) Title case

             3. Body of Content   -   12 TNR

             4. Diagrams / Table headings / Fig. Headings   -   12' TNR Title case

Spacing : 1. 2 line spacing between heading and body text.

             2. 1.5 line spacing in body text.

             3. New paragraphs start with single tab.

Margins :   Left 1.5'   Right   1.0'

             Top 1.0'   Bottom 1.0'
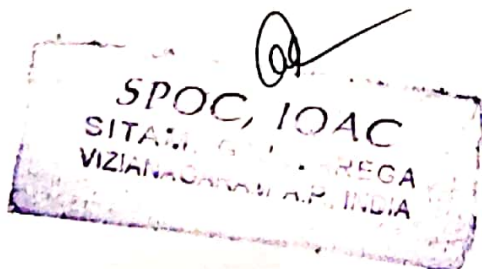
Pages :   Size   :   A4 paper   Color: White

GUIDELINES FOR COMMUNITY SERVICE PROJECT

AP STATE COUNCIL OF HIGHER EDUCATION

(A Statutory body of the Government of Andhra Pradesh)

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CONTENTS

1. Introduction

2. Objectives

3. Implementation of Community Service Project

4. Procedure

5. Expected outcomes

6. Time frame for the community service project

7. Assessment methodology for community service project

8. Model of the project report

9. Suggestive list of programmes under community service project

10. Complimenting the community service project the students may be involved to take up some awareness campaigns on social issues/special groups.

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COMMUNITY SERVICE PROJECT
**......Experiential learning through community engagement**

1. INTRODUCTION

- Community Service Project is an experiential learning strategy that integrates meaningful community service with instruction, participation, learning and community development
- Community Service Project involves students in community development and service activities and applies the experience to personal and academic development.
- Community Service Project is meant to link the community with the college for mutual benefit. The community will be benefited with the focused contribution of the college students for the village/ local development. The college finds an opportunity to develop social sensibility and responsibility among students and also emerge as a socially responsible institution.

2. OBJECTIVES

Community Service Project should be an integral part of the curriculum, as a part of the 2 months of Summer Internships / Apprenticeships / On the Job Training, whenever there is an exigency when students cannot pursue their summer internships. The specific objectives are;

- To sensitize the students to the living conditions of the people who are around them,
- To help students to realize the stark realities of the society.
- To bring about an attitudinal change in the students and help them to develop societal consciousness, sensibility, responsibility and accountability
- To make students aware of their inner strength and help them to find new /out of box solutions to the social problems.
- To make students socially responsible citizens who are sensitive to the needs of the disadvantaged sections.
- To help students to initiate developmental activities in the community in coordination with public and government authorities.
- To develop a holistic life perspective among the students by making them study culture, traditions, habits, lifestyles, resource utilization, wastages and its management, social problems, public administration system and the roles and responsibilities of different persons across different social systems.
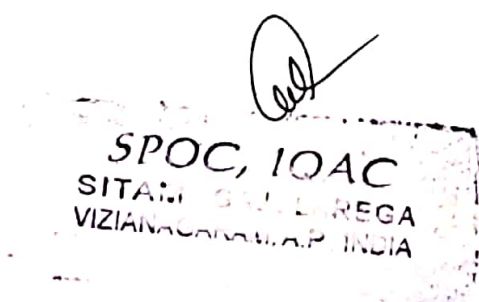
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Telephone No:9676788811, 8978812341/2, Land Line: 08922-234775

College Code : SGVP

R16 REGULATION

Out of a total of 200 marks for the project work, 60 marks shall be for Internal Evaluation and 140 marks for the End Semester Examination. The End Semester Examination (Viva – Voce) shall be conducted by the committee. The committee consists of an external examiner, Head of the Department and Supervisor of the Project. The evaluation of project work shall be conducted at the end of the IV year. **The Internal Evaluation shall be on the basis of two seminars given by each student on the topic of his project and evaluated by an internal committee.**

R19 REGULATION

Out of a total of 200 marks for the project work, 60 marks shall be for Internal Evaluation and 140 marks for the End Semester Examination. The End Semester Examination (Viva – Voce) shall be conducted by the committee. The committee consists of an external examiner, Head of the Department and Supervisor of the Project. The evaluation of project work shall be conducted at the end of the IV year. The Internal Evaluation shall be on the basis of two seminars given by each student on the topic of his project and evaluated by an internal committee.

R20 REGULATION

Major Project (Project - Project work, seminar and internship in industry):
In the final semester, the student should mandatorily register and undergo internship and in parallel he/she should work on a project with well-defined objectives. At the end of the semester the candidate shall submit an internship completion certificate and a project report. A student shall also be permitted to submit **project report on the work carried out during the internship. The project report shall be evaluated with an** external examiner.
Evaluation: The total marks for project work 200 marks and distribution shall be 60 marks for internal and 140 marks for external evaluation. The supervisor assesses the student for 30 marks (Report: 15 marks, Seminar: 15 marks). At the end of the semester, all projects shall be showcased at the department **for the benefit of all students and staff and the same is to be evaluated by the departmental Project** Review Committee consisting of supervisor, a senior faculty and HOD for 30 marks. The external evaluation of Project Work is a Viva-Voce Examination conducted in the presence of internal examiner and external examiner appointed by the University and is evaluated for 140 marks.

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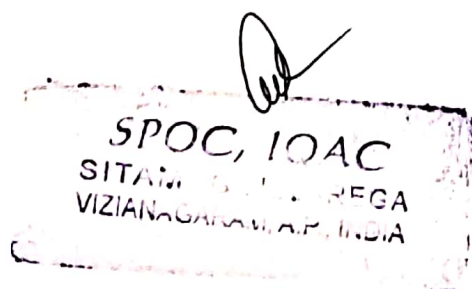
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A Project report on

<<Title of the project>>

BACHELOR OF TECHNOLOGY

IN

<<Electronics and Communication Engineering>>

Submitted By

<< Name of the Student >>

<< Hall Ticket No >>

Under the Guidance of
<< Guide Name >>
<< Designation >>
<< College Logo >>

Department of Electronics and Communication Engineering,

<<Your College Name in CAPS>>
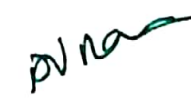
(Affiliated to Jawaharlal Nehru Technological University, Kakinada.)

2021

<<Your College Name in CAPS>>

Department of Electronics and Communication Engineering

<< College Logo >>

CERTIFICATE

This is to certify that the project report titled << Project Title >> is being submitted by << Student Name >>, bearing <<H.T. No>>, in I B.Tech IV II semester *Electronics and Communication Engineering* is a record bonafide work carried out by them. The results embodied in this report have not been submitted to any other University for the award of any degree.

<< Internal Guide >>   << HOD>>

<< External >>
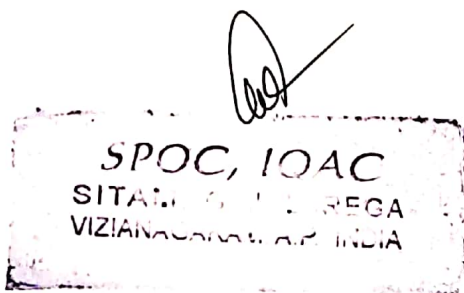
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Email: sitam@sitam.co.in, Website:www.sitam.co.in
Telephone No:9676788811, 8978812341/2, Land Line: 08922-234775

Guidelines to prepare B.Tech project documentation

Font :

1. Chapter Names	-	16 TNR (bold) all caps
2. Headings	-	14 TNR (bold) all caps
3. Subheadings	-	14 TNR (bold) Title case
4. Sub – sub headings	-	12 TNR (bold) Title case
5. Body of Project	-	12 TNR
6. Text in Diagrams	-	12 TNR (all lower case)
7. Diagrams / Table headings / Fig. Headings	-	12' TNR Title case
8. If any text		12' TNR (Title case)

Spacing : 1. 2 line spacing between heading and body text.

2. 1.5 line spacing in body text.
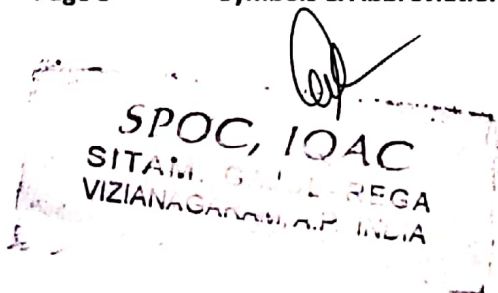
3. New paragraphs start with single tab.

Margins :

Left 1.5'	Right 1.0'
Top 1.0'	Bottom 1.0'

Page numbers: position   Bottom, Middle

1. **Front Pages** Small Roman Numbers
(Excluding title page, Certificate page, Acknowledgement page)

2. **Body pages** 1,2,3 ....

3. **Annexure** 1,2,3...........
(Separate for each Annexure)

Pages : Size : A4 paper   Color: White

Documentation : Spiral Binding

Front Pages

	Page 1	Title Page
	Page 2	Certificate
	Page 3	Company Certificate
	Page 4	Acknowledgement
	Page 5	Contents
	Page 6	Abstract
	Page 7	List of Figures/ tables/ screens
	Page 8	Symbols & Abbreviations

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CONTENTS

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6. **TESTING & VALIDATION**
   Introduction
   Design of test cases and scenarios
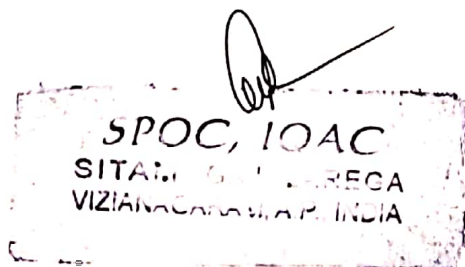   Validation
   Conclusion

7. **CONCLUSION :**
   First Paragraph   -   Project Conclusion
   Second Paragraph   -   Future enhancement

REFERENCES   :
   1. Author Name, Title of Paper/ Book, Publisher's Name, Year of publication
   2. Full URL Address

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