

**(Format for the six Months Industrial Training Report)**

Sample Sheet (Title Page/Front Page)

A REPORT OF SIX MONTHS INDUSTRIAL TRAINING (14 PT.)

at

[NAME OF COMPANY/ INDUSTRY/ INSTITUTE]

(In case software training and industrial training are at different places, both needs to be mentioned  
e.g. ABC and XYZ)

SUBMITTED IN PARTIAL FULFILLMENT OF THE REQUIREMENT FOR THE AWARD  
OF THE DEGREE OF (12pt.)

**BACHELOR OF TECHNOLOGY**(14 pt.,Bold)

(Mechanical Engineering) (14pt.)

College Logo

April-July,2021 (14 pt.)

**SUBMITTED BY:**

STUDENT NAME (12pt.)

UNIVERSITY ROLL NO.

DEPARTMENT OF MECHANICAL ENGINEERING (12pt.)

BRCM COLLEGE OF ENGINEERING & TECHNOLOGY  
BAHAL-127028 BHIWANI (14pt.)

## **B.TECH TRAINING REPORT GUIDELINES**

1. The report shall be computer typed (English- British, Font -Times Roman, Size-12 point, Double spacing between lines) and printed on A4 size paper.
2. The report shall be hard bound with cover page in white color. The name of the candidate, degree, session of training, college name shall be printed in black on the cover [refer sample sheet (title page/front page)].
3. The report shall be typed on one side only with double space with a margin 3.5 cm on the left, 2.5 cm on the top, and 1.25 cm on the right and at bottom.
4. In the report, **the title page [Refer sample sheet (title Page/front page)] should be given first then the Certificate by Company/Industry/Institute and then candidate's declaration, followed by an abstract of the report (not exceeding one page). This should be followed by the acknowledgment, list of figures/list of tables, notations/nomenclature, and then table of contents with page nos.**
5. The diagrams should be printed on a light/white background, Tabular matter should be clearly arranged and the font of the Tabular matter should be Font -Times Roman, Size-10 point, Single spacing between lines. Decimal point may be indicated by full stop(.). The caption for figure must be given at the BOTTOM(center aligned) of the figure and Caption for the Table must be given at the TOP(center aligned) of the Table. The font for the captions should be Times Roman, *Italics*, Size-10 point.
6. The font for the chapter titles should be Times Roman, Bold, Capital, Size-16 point and center aligned. The font for the Headings should be Times Roman, Bold, and Size-14 point. The font for the sub-headings should be Times Roman, Bold, and Size-12 point.
7. Equations should be numbered as 1.1, 1.2, 1.3 etc in chapter 1. Similarly as 2.1, 2.2, 2.3 etc in chapter 2 and so on.
8. Figures should be numbered as Figure 1.1, Figure 1.2, Figure 1.3 etc in chapter 1. Similarly as Figure 2.1, Figure 2.2, Figure 2.3 etc in chapter 2 and so on.
9. Tables should be numbered as Table 1.1, Table 1.2, Table 1.3 etc in chapter 1. Similarly as Table 2.1, Table 2.2, Table 2.3 etc in chapter 2 and so on.

10. Conclusions and future scope each must not exceed more than one page.
11. The graphs (optional) should be combined for the same parameters for proper comparison. Single graph should be avoided as far as possible.
12. The training report may consist of following chapters:
  - [Chapter-1] INTRODUCTION TO ORGANIZATION(s)
  - [Chapter-2] SOFTWARE TRAINING WORK UNDERTAKEN(covers programming languages,tools and techniques)
  - [Chapter-3] INDUSTRIAL TRAINING WORK UNDERTAKEN(covers overview of mini projects/practical implementaion of techniques/tools)
  - [Chapter-4] PROJECT WORK(covers major project problem,objectives and methodology)
  - [Chapter-5] RESULTS AND DISCUSSIONS
  - [Chapter-6] CONCLUSION AND FUTURE SCOPE
13. References
14. Appendix (Any additional information regarding training, (If any) e.g. program, is supposed to be included in appendix )
15. Paste a CD containing the soft copy of Report (in Docx and PDF), Reference papers and other material (if any,) related to the work, on the inner side of back hard cover.
16. Each student must have his/her own one report copy irrespective the project work has been done in a group.

**BRCM COLLEGE OF ENGINEERING & TECHNOLOGY, BAHAL**

**CANDIDATE'S DECLARATION**

I "NAME OF THE STUDENT" hereby declare that I have undertaken \_\_\_\_\_ weeks/months Software Training at "Name of **Company/ Industry / Institute**" during a period from \_\_\_\_\_ to \_\_\_\_\_ In partial fulfillment of requirements for the award of degree of B.Tech (Mechanical Engineering) at BRCM COLLEGE OF ENGINEERING & TECHNOLOGY, BAHAL. The work which is being presented in the training report submitted to Department of Mechanical Engineering at BRCM COLLEGE OF ENGINEERING & TECHNOLOGY, BAHAL is an authentic record of training work.

Signature of the Student

The Software training Viva-Voce Examination of \_\_\_\_\_ has been held on \_\_\_\_\_ and accepted.

Signature of Internal Examiner

Signature of External Examiner

**BRCM COLLEGE OF ENGINEERING & TECHNOLOGY, BAHAL**

**CANDIDATE'S DECLARATION**

I "NAME OF THE STUDENT" hereby declare that I have undertaken \_\_\_\_\_ weeks/months Industry Oriented Project Training at "Name of **Company/ Industry / Institute**" during a period from \_\_\_\_\_ to \_\_\_\_\_ in partial fulfillment of requirements for the award of degree of B.Tech (Mechanical Engineering) at BRCM COLLEGE OF ENGINEERING & TECHNOLOGY, BAHAL. The work which is being presented in the training report submitted to Department of Mechanical Engineering at BRCM COLLEGE OF ENGINEERING & TECHNOLOGY, BAHAL is an authentic record of training work.

Signature of the Student

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Signature of Internal Examiner

Signature of External Examiner

## **Abstract**

## **Acknowledgement**

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(This chapter should include major project problem, objectives and methodology followed)	
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<b>CHAPTER 5 RESULTS AND DISCUSSION</b>	<b>__-</b>

(This chapter should include any results and the related discussions for the projects made during training. If no project has been made the results and snapshots for the tools learnt should be included)

**5.1**

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**5.3**

**CHAPTER 6 CONCLUSION AND FUTURE SCOPE**

**6.1 Conclusion**

**6.2 Future Scope**

**REFERENCES**

**APPENDIX** (Program or any additional information regarding training) \_\_\_\_\_

**(Note: Page No.s for different topics in report may vary according to the contents. Headings within the chapters should be numbered as 1.1, 1.2, 1.3 and so on for chapter 1. Similarly as 2.1, 2.2, 2.3 and so on for chapter 2. The corresponding subheadings as 1.1.1, 1.1.2, 1.1.3 and so on.)**

