**Guideless for Individual & Group Assignments**

**LAST DATE OF SUBMISSION (INDIVIDUAL & GROUP ASSIGNMENTS)**

**12 TH SEPTEMBER 2021 (MONDAY)**

**MODE OF SUBMISSION ONLINE TO FACULTY (**[**somunghosh@gmail.com**](mailto:somunghosh@gmail.com)**)**

Font: Times New Roman

Font Size: Main Heading 16(Bold), Sub Heading 14(Bold) and text 12

Spacing 1.5”

Text Justified

Page layout: Left-1.5 cm, top-right-bottom-1 cm.

Plagiarism limit 25%

**INDIVIDUAL ASSIGNMENT – ESSAY**

**MAX. MARKS – 20 MARKS**

1. Content Quality – 08 MARKS
2. **Individual Viva with Faculty –** 12 MARKS

**Word Limit**  Maximum 1500 + 20%

Margin one-and-a-half inches shall be left on the left- hand side.

Source of Information/data Mandatory

Bibliography Mandatory alphabetically

Date & Time of Individual viva with Faculty COCO to coordinate with Students of Section and

Faculty

Medium of Viva Audio Visual (Virtual)

**ADDITIONAL GUIDELINES ONLY FOR GROUP ASSIGNMENT**

Index Mandatory

**Max. Marks** 20 Marks

**Word limit for Group** Assignment **Maximum** 5000 + 15%

**Signature of all Group members** All the Group Members should sign the first cover page. In case any **Member has not signed, he would not be awarded marks**. This must be noted

A certificate (Appendix ‘A’) affirming that the research work of the candidate is original, and that the material, if any, borrowed from other sources and incorporated in the participant himself/herself will be held responsible and accountable for plagiarism, if any, detected later.

The first few pages of the thesis should be given as per Appendix ‘B’.

Bibliography should be written as per Appendix ‘C

**Front Page and Cover**

Title of the project (centered on two or more lines)

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Submitted by

Name of the Group members with Enrol Numbers

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C E R T IF IC AT E

The Project entitled “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” submitted to the ……. for ………(Name of the Course Module) as part of Internal assessment is based on my original work carried out under the guidance of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ from \_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_. The research work has not been submitted elsewhere for award of any degree.

The material borrowed from other sources and incorporated in the thesis has been duly acknowledged.

I understand that I myself could be held responsible and accountable for plagiarism, if any, detected later on.

Signature of the all the Group Members

Date

**First few pages of the assignment should be as under:**

Page 1- Title page (Appendix A)

Page 2- Certificate (Appendix ‘B’) signed by candidate and counter signed by research guide

Page 3- Acknowledgements

Page 4- Index

Page 5- List of Tables (If any)

Page 6- List of Figures (If any)

Page 7- Bibliography

Chapter I Introduction

Chapter II Title of the Chapter; each issue should be given a separate sub topic heading (arguments)

Chapter III Title of the Chapter; each issue should be given a separate sub topic heading (evidences)

Chapter IV Inferences; each issue should be given a separate sub topic heading

Chapter V Conclusion