



**“REGULATIONS FOR PREPARATION OF THESIS /
PROJECT REPORT FOR FINAL YEAR”**

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1. Manuscript Originality:

Every effort should be made not to copy from other copyrighted Books, dissertations and publications. Under any circumstances, material referred from books, dissertations and journals may be allowed to write with proper references. It is not allowed to use the same research work in the theses, which already have been published in scientific journals or dissertations, however it is acceptable if your thesis presents an entirely different and/or more detailed description of the work. At any time, if any individual student or group of students found guilty of copy right, his/their result(s) may be cancelled in addition of other serious consequences for the violation of copy rights.

The thesis manuscript must be entirely written by the students themselves. It is not appropriate for the supervisor or anyone else to be involved in substantive re-writing of the thesis, however minor modifications/corrections of grammatical mistakes etc may be made by the supervisor / co-supervisor.

2. Preparation of Manuscript:

- (a) In the beginning of each academic year (not late than two weeks) the students of final year should inform the chairman of concern department of the formation of their groups by the submission of Proforma, given in annex A.
- (b) In the beginning of each academic year , the teachers of the concern departments will display the lists of latest and research oriented topics and the student are required to select a topic of their research with the consult of their project supervise.
- (c) The ideal group size shall not be more than **four**. However there is no any limit for minimum no of students in one group, even a single student can work on his project individually.
- (d) A departmental committee of three senior faculty members constituted by the head of the concern department will approve the proposed projects.

3. Paper Size and Grade:

One type of paper must be used throughout all copies of the thesis, including the charts, graphs, and photographs. However in the case of special graphs or tables, larger sheets will be accepted if they are properly folded and placed in an inside-cover pocket of the thesis with one side secured/pasted to reduce risk of loss.

Recommended paper size is Letter 8.5” x 11” and the 80-90 gm bond paper. The paper must be clean and distinct and must not have any pre-printed borders, margins or monograms.

4. Pagination:

The pages of the thesis must be numbered consecutively, including all pages with graphs, photographs and tables.

In order that pages will not be lost or misplaced, full pagination of thesis is must. The preliminary pages (*i.e.* Acknowledge, Abstract, dedication etc) are numbered in lower-case Roman numerals (*e.g.* i, ii, iii, etc) with the exception of title page which bears no number but is counted as the first page of the thesis. Arabic numerals (*e.g.* 1,2,3....etc) are used for pagination of the text, endnotes,

appendices and bibliography. Page numbers (in lower-case numerals) placed on preliminary pages are typed at the bottom of the page centered about one inch from the edge.

Arabic page numbers in the text of the thesis, appendices, end notes and bibliography must be typed at the bottom of the page centered about one inch from the edge.

Note that each chapter, appendices and references must start from a new odd numbered page.

5. Font Type and Size:

For the sake of consistency and uniformity throughout the text, recommended type is *Times New Roman*, justified, having the font size of twelve characters to the inch. However for the titles and subtitles Arial font style can also be used. The first Second and third titles/heading and /or sub-titles/sub-heading must be bold and have the font size of sixteen, fourteen and twelve characters to the inch, respectively.

6. Printing:

The preferred printing method is a laser printer. Do not make corrections with ink in final version of your thesis. Be aware that before final print of your thesis do not forget to convert your word document into PDF.

7. Typing and Spacing:

All typing in main text must be in black colour having a line space of one and half spaced. However the quotations, footnotes and references should be single-spaced.

Bibliography/Reference should be single-spaced with a 1.5 space between each new author.

Tables may be single or double-spaced which ever is more convenient. Only one side of each page any be used.

8. Margins:

Recommended margins are 1.5 inches on the left edges (for binding purpose) and 1 inch long on right edges of each page. Pages with graphs and photographs must also adhere to these margins.

9. Figures

All figures should be cited in the thesis in a consecutive order. Figures should be supplied in either vector art formats (Illustrator, EPS, WMF, Free Hand, Corel Draw, PowerPoint, Excel, etc.) or bitmap formats (Photoshop, TIFF, GIF, JPEG, PNG etc.). Bitmap images should be of 300 dpi resolution at least. Each Figure must have a caption and these captions should be below the figures. Write Figure 1.1, not Figure No. 1.1. You can use Fig as short form for Figure. Write your comments in the text about the figure before the figure is placed.

10. Tables

Tables should be cited consecutively in the text. Every table must have a descriptive title and if numerical measurements are given, the units should be included in the column heading. As contrarily in case of figures, the title and number of Tables should be provided above the tables.

11. Equations

Number the equations consecutively. Equation numbers, within parentheses should be positioned right, as (1.1), using a right tab stop. For writing mathematical equations, use equation editor. Simple text or copied images are not accepted.

Note that the equations should be centered using a center tab stop. Be sure that the symbols in your equation have been defined before or immediately following the equation. While referring equations in your text use (1.1), not equation (1.1), except at the beginning of a sentence.

12. Abbreviations and acronyms

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abbreviation list at the primarily pages. Abbreviations such as IEEE, SI, MKS, CGS, AC, DC, and RMS do not have to be defined. Do not use abbreviations in the title or heads unless they are unavoidable

13. Reference

All references must be numbered consecutively and citations of references in text should be identified using numbers in square brackets e.g., “as discussed by Smith [9] or as discussed in [9]. All references should be cited within the text. Care must be taken to ensure that the information in each reference is complete and accurate. If there are too more authors in a certain reference then in text you can write smith et al. References should be single-spaced with a 1.5 space between each new author. References should be quoted in the thesis by the name of author, title of book/journal, name of publisher/Seminar, year of publication/seminar held and page numbers. Following two examples are for the scientific journal, seminar and books respectively:

- [1] Zahoor Ahmed, J.P. Cances and V. Meghadadi, “Capacity analysis of Cooperative Relay Gaussian Channels” IEEE transaction on information theory, vol.9. No 4, 2009, pages 281-302.
- [2] Zahoor Ahmed, J.P. Cances and V. Meghadadi, “ Cryptographic Cooperative Communication” 2nd NGMAST conference held at Cardiff UK, September 16-19, 2008, pages, 81-85
- [3] Jochen Schiller, “Mobile Communications” oxford press, UK, 1998.

14. Header and Footer

Provide header and footer in main text only (*i.e.* from chapter 1 to last chapter). Do not provide header and footer in primarily pages. Font for heater and footer should be Time New Roman and italic having a size of 10 characters to the inch. On the left corner of Header provide number of chapter and on the left side give the name of chapter. And write “Balochistan University of Engineering and Technology Khuzdar” at the footer to be centered at tab. For example of Header and Footer See annex B.

15. Photographs/ Drawing:

It is recommended that photographs/ drawings should be coloured. However in certain condition with the permission of concerned project supervisor B&W may be accepted. Scanned photographs can also be used.

16. Order of Primarily pages:

The primarily pages in thesis should be placed in the following order:

- (a) **Title Page:** Shown at appendix C must bear the statement “submitted in partial fulfillment of the requirements for the degree of Bachelor of Electrical/Civil/Mechanical/CSE&S Engineering” please note:
Do not put page number on this page but this page is considered as page one (i)
- (b) **Dedication (option):** This page will carry the words of compliments or dedication and will be numbered (ii) placed at the centre bottom of the page.
- (d) **Abstract:** This page may be single-spaced single page or at the most two-page. This page will be numbered (ii or iii) and the number will be placed at the centre, bottom of the page.
- (d) **Acknowledgements:** This page will be numbered (iii or iv).
- (e) **List of Abbreviations/Acronym/Notations/symbols:** This Page will be numbered (iv or v). Notations and symbols should be provided in separate pages.
- (f) **Certificate Page:** sample shown at annex D. This page must be signed by the Supervisor, Chairman of the Department and the External Examiner or Jury Members. This page will be numbered as page (v or vi) and number will be placed at the centre bottom of the page,
- (g) **Table of Contents:** This page(s) will show title and subtitles and pages will be numbered in continuation of the Certificate page. Table of contents should not be written manually but use the proper/technical method provided in MS Word /Latex. For example in MS Word one can draw a table of contents in following steps: *Insert, Reference, Index and Tables, table of contents.*
- (h) **General Introduction:** This page(s) will be numbered in continuation of the Table of contents.
- (i) **Text:** Prepared in accordance with departmental requirements. Each Chapter should start on a fresh odd numbered page. Before the start of each chapter, there should be a page carrying the title of the chapter written in capital letters and must be placed at the center of the page without header and footer and page number. Page number (in Arabic Numerals) will be placed on the bottom centered. Recommended number of pages should not be less than 60 and not more than 80.
Note: All sections and subsections should be labeled (e.g. 1.1, 1.1.1 etc).

All figures, tables, graphs and drawings must be labeled. (e.g. fig. 2.1.fig 2.2 etc. table 2.1, table 2.2 etc). All equations must also be numbered and accounted for. For example first equation appearing in chapter two should be written as:

$$Ax + By = Cz \qquad (2.1)$$

- (j) **Appendices (If applicable):** In continuation of text, page number in Arabic numerals is placed at the centre bottom of the each page and the appendix number A, B,... is respectively placed on top right side of each appendix.
- (k) **Conclusion/perspective:** In continuation of appendices or text, page number in Arabic numerals is placed at the center bottom of each page. This page may be single page or at the most two-pages. Here authors conclude their work and propose the possibilities of future work over same topic.
- (l) **Bibliography / References / Websites:** Page numbering will be in Arabic Numerals and in continuation with appendices.

17. Binding:

Thesis must be hard bound. The hard bounding should be done after the final presentation of your project work. For the final presentation the thesis may be loose or spiral bound. Besides printing one copy (loose bound) for each member of the group, there should be one copy for the internal examiner, one for the external examiner and one for the chairman of the department. But after the successful defense of your work, besides printing one copy (hard bound) for each member of the group, there should be one copy for the internal examiner, one for the external examiner, one for the departmental library and one for central library. In addition of hard copies, the project group is also responsible to submit one soft copy of their work over a good quality CD to the departmental library. The colour of the outer cover should be dark/navy blue. The first title page will be printed as it is in the outer cover of the thesis. Title of the thesis, name of the department and year should also be written on the bound side of the manuscript. See annex, C.

Balochistan University of Engineering and Technology Khuzdar

Department..... Engineering

APPLICATION FORM FOR FINAL YEAR PROJECT

Broad Field: _____

Title of the Project: _____

Name of Supervisor (Optional): _____

Composition of project group:

| S.No. | Name | Class Roll No | Signature | Remarks |
|-------|-------|---------------|-----------|----------------|
| 01 | _____ | _____ | _____ | (Group Leader) |
| 02 | _____ | _____ | _____ | _____ |
| 03 | _____ | _____ | _____ | _____ |
| 04 | _____ | _____ | _____ | _____ |
| 05 | _____ | _____ | _____ | _____ |
| 06 | _____ | _____ | _____ | _____ |
| 07 | _____ | _____ | _____ | _____ |

For Office Use only

Remarks _____

Supervisor Assigned: _____

Signature of Committee Members: 1. _____ 2. _____ 3. _____

Chairman
_____ Engineering Department

B

TITLE OF THESIS



Submitted by

1. (Name) _____

(Roll No.) _____

2. _____

3. _____

4. _____

Batch _____

Supervised by
(Name of the Supervisor)

Department of _____ Engineering
Balochistan University of Engineering and Technology Khuzdar

Submitted in partial fulfillment of the requirement for the degree of Bachelor
of _____ Engineering

Month Year

Balochistan University of Engineering and Technology



Khuzdar

Department of _____ Engineering

Certificate

This is to certify that the work presented in this project report / thesis on “_____”
is entirely written by the following students / themselves / himself / herself under the supervision
of Prof. / Dr./ Mr. _____

| Name of Student | Roll No |
|-----------------|---------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |

This Project is submitted in partial fulfillment of the requirement for the award of
“Degree of Bachelor of Engineering”
in _____ discipline

Project Supervisor

External Examiner

Head of Department

Date: _____