

GL BAJAJ GROUP OF INSTITUTIONS, MATHURA

B. ARCH FINAL YEAR THESIS REPORT FORMAT

Format of the Thesis report:

1. Cover page and side view color Black with golden print
2. Cover Page inside the Project report
3. Declaration
4. Certificate
5. Acknowledgment
6. Abstract: a concise summary of the essential information of the work being presented; for example, the scope of study, purpose and results. The reference-free single spaced abstract.
7. List of Figures: include figure number as 1, 2, 3 at bottom of figure, caption, and the page number.
8. List of Tables: include table number as I, II, III at top of table, caption, and the page number.
9. Abbreviations page: list all the abbreviations used in the text alongside their fully written unabbreviated form.
10. References: List of Books & technical papers as per IEEE format (sample given)

SUBMISSION

1. Submit two copies of Thesis Report to the college, one for library and one for guide. If two supervisors are there, add one more copy.
2. Keep one copy personal.
3. Soft copy to be uploaded on web page.

INSTRUCTIONS

Style and Fonts

1. **Paper:** Use paper 75gm/m² or better high-quality acid-free A4-size paper, with printing on both sides of the paper.
2. **Printing:** A high-quality laser printer should be used for the final copy.
3. **Headings:** In disciplines where section numbering is normally used, the following guidelines apply:
Chapter title: 18 – 24 pt size, bold. Main Section Headings: can be numbered as chapter-number. Section-number (e.g., 3.2 for chapter 3, section 2) in 14 pt size, bold. Second Headings: can be numbered as x.y.z (e.g., 3.2.4 for chapter 3, section 2, and subsection 4) in 12 pt size, bold. First Subheadings: can be numbered as w.x.y.z (e.g., 3.2.4.1 for chapter 3, section 2, subsection 4, and sub-subsection 1) in 12 pt size, regular. Second Subheadings: preferably unnumbered, 12 pt, italics.
4. **Text Font:** Acceptable fonts generated by word processing programs include, but are not restricted to: Times Roman 12, Helvetica 12, and Letter Gothic 12. The font provided through La Tex is acceptable. Bold and italics should not be used excessively in the text. Furthermore, colored text should not be used.
5. **Spacing:** one and a half spacing is required for the text. Only footnotes, long quotations, bibliography entries (double space between entries), table captions, and similar special material may be single spaced.
6. **Margins:** Left, 4 cm; Top, Bottom, and Right, 2.5 cm. These are necessary to allow for binding and trimming.
7. **Page Numbering:** Preliminary pages of the thesis, that is, those preceding the text are to be numbered in Roman numerals. The first page must not show its page number. Pages of the text itself and of all items following the text should be numbered consecutively throughout in Arabic numbers, beginning with number 1 on the first page of the first chapter. Page numbers should be placed in the lower right corner or center of the page. Only the number should appear, not page 9.
8. **Tables and Figures:** Figures and tables should be inserted at the appropriate place in the text. Figures must have numbers and captions under the figures. Tables have their titles and numbers above.
9. **Drawings:** Print out of drawing is acceptable. Always write the origin as courtesy if you pick up any drawing from internet.
10. **Photographs:** High-clarity High quality scanned e-images to be inserted into the report text.

SAMPLE REPORT

Title of the Project

Project report submitted
in partial fulfillment of requirement for the degree

of

Bachelor of Architecture

Name of the student

Roll No.

Name of the Guide

Designation



Department of

GL BAJAJ GROUP OF INSTITUTIONS, MATHURA

Approved by AICTE, CoA & Affiliated to Dr APJ AKTU, Lucknow
NH#2, Mathura-Delhi Road, PO-Akbarpur, Mathura-281406 (UP)

Session:

Side View of the project Report

Colour of cover Black
Print with Golden



DECLARATION

I hereby certify that the work which is being presented in B. Arch Thesis Report entitled “Project Title”, as partial fulfillment of the requirement for the degree of Bachelor of Architecture, submitted to the Department of Architecture of G L BAJAJ Group of Institutions, NH#2- Mathura-Delhi Road, PO-Akbarpur, Mathura-281001 (UP), is an authentic record of my own work carried out during a period from _____ to _____ under the guidance of _____, in the Department of Architecture.

The matter presented in this project report in full or part, has not been submitted by me for the award of any other degree elsewhere and is free from plagiarism.

Name of Candidate:

Roll No.:

CERTIFICATE

This is to certify that:

Mr./ Ms. _____ S/D/o _____

Registration No. _____ Roll No. _____ has worked on _____(Topic). This project is part of a partial fulfillment of requirement for the degree of Bachelor of Architecture.

To the best of my knowledge and belief, this is the original work and has not been submitted for any other degree elsewhere.

Date :

Place:

Signature
(Guide's Name)
Department, Designation

Signature
(HoD Name)
Department, Designation

ACKNOWLEDGEMENTS

I am thankful to.....

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I am also thankful to.....

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Signature & Name of Student
Roll No:

INDEX

| Contents | Page No. (Example) |
|--------------------------------------|---------------------------|
| Certificate | i |
| Declaration | ii |
| Acknowledgement | iii |
| Abstract | |
| List of Figures & Tables | |
| List of Symbols, Abbreviations | xxvii |
| Chapter 1. | |
| Introduction | 1 |
| 1.1 Introduction of the Project | 1 |
| 1.2 Objective & Scope of the Project | 2 |
| 1.2.1 | 5 |
| 1.2.2 | 12 |
| 1.2.3 | 19 |
| 1.2.3.1 | 23 |
| 1.2.3.2 | 25 |
| 1.2.3.3 | 29 |
| 1.3 | 33 |
| 1.4 | 45 |
| Chapter 2. | |
| Literature Review & Case Study | 58 |
| 2.1 | 69 |
| 2.2 | 75 |
| Chapter 3. | |
| Site Analysis | 80 |
| Chapter 4. | |
| Design Proposal | 90 |
| 4.1 Concept | |
| 4.2 Design Evolution | |
| 4.3 Design Outcomes | |
| Chapter 5. | |
| Conclusion | 100 |
| References | 105 |
| List of Books & Papers referred | |

LIST OF TABLES AND FIGURES

| Table No. and Heading | Page No. |
|------------------------|----------|
| 1. Table I <Heading> | <20> |
| 2. Table II <Heading> | <23> |
| 3. Table III.....etc.. | |

| Figure No. and Heading | Page No. |
|------------------------|----------|
| 1. Figure 1. <Heading> | <18> |
| 2. Figure 2. <Heading> | <22> |
| 3. Figure 3. <Heading> | <28> |
| etc.. | |

REFERENCES (IEEE format)

1. Author Title of the Paper, International Journal of Science and Technology, Vol.X, No. X year,pp. XXX – XXX.
2. Author, Title of the Book, Publishing House.
3. Website.