

Gujarat Technological University
Shantilal Shah Engineering College, Bhavnagar
Applied Mechanics Department
B.E. 7TH Sem. Civil Engineering
Subject:(3170001) Summer Internship-2024

It is instructed to all the students of B.E. 6th Sem. Civil that as per revised GTU syllabus for B.E. 7th Sem. Civil, students of B.E. 6th Sem. have to undergo their summer internship of two weeks after completing 6th semester term and before starting 7th semester term. The detail guidelines is given in GTU Syllabus. Each student has to complete this internship individually. The faculty mentors for the students of Div.-B are as below. The faculty mentors for students of Div. A will be displayed separately by Civil Engineering Department.

| Sr. No. | Enrollment No. | Name | Mentor |
|----------------|-----------------------|-------------------------------|--|
| 1 | 220433106040 | Kava Prashant Arvindbhai | Prof. A. A. Pandya Email: aapandya@amd.ssgec. ac.in |
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| 8 | 220433106049 | Parmar Devarsh Bharatbhai | |
| 9 | 220433106051 | Parmar Ketanbhai Hareshbhai | |
| 10 | 220433106053 | Parmar Yash Rameshbhai | |
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| 14 | 220433106059 | Raaj Vyas | |
| 15 | 220433106060 | Rathod Dharen Udaysing | |
| 16 | 220433106062 | Rathod Rituben Babubhai | |
| 17 | 220433106063 | Saiyad Mohammadtaha Ayubbhai | Prof. H. K. Sarvaiya Email: hksarvaiya@amd.ssgec. c.ac.in |
| 18 | 220433106065 | Sarvaiya Kuldip Bharatbhai | |
| 19 | 220433106066 | Sarvaiya Prakash Vikrambhai | |
| 20 | 220433106069 | Shah Romil Kirtibhai | |
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| 25 | 220433106077 | Soni Vansh Sagarbhai | |
| 26 | 220433106078 | Trada Yogita Rameshbhai | |
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| 28 | 220433106080 | Vaghela Jatin Arvindbhai | |
| 29 | 220433106081 | Vegad Santoshbhai Nanubhai | |
| 30 | 220433106082 | Vora Urvisha Dineshbhai | |

| | | | |
|----|--------------|-----------------------------|--|
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Copy submitted for Information
Head, Civil Engineering Department

Head of Department
Applied Mechanics Department
S. S. Engineering College,
Bhavnagar

Date: 06-June-2024



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ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક: ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Internship / Project Report Guidelines

Following are the guidelines for the preparation of 8th Semester Internship / Project Report.

PAPER: Use A4 (210mm X 297mm) Paper.

MARGINS: Margins for pages including the regular text should be as below:

| | |
|--------|---------------|
| Left | : 1.25 Inches |
| Right | : 1.0 Inch |
| Top | : 1.0 Inch |
| Bottom | : 1.0 Inch |

CONTENTS: Following should be the order of contents for the report. This order should be strictly maintained.

- I. Cover Page
- II. First Page
- III. College Certificate
- IV. Company Certificate
- V. Candidate's Declaration
- VI. Acknowledgement
- VII. Abstract
- VIII. List of Figures (Format given at the end)
- IX. List of Tables (Format given at the end)
- X. List of Symbols, Abbreviations and Nomenclature
- XI. Table of Contents (Format given at the end)
- XII. Chapters 1 to n
- XIII. Appendix (optional)
- XIV. References / Bibliography

1 Cover Page & Title Page – A specimen copy of the Cover page & Title page of the project report are given in Appendix 1.

2 Certificate – The Certificate shall be in double line spacing using Font Style Times New Roman and Font Size 14, as per the format in Appendix 2 (Institute Certificate) and Appendix 3 (Company Certificate).

3 Declaration – The candidate's declaration shall be in double line spacing using Font Style Times New Roman and Font Size 14, as per the format in Appendix 4.

4 Acknowledgement - The Certificate shall be in double line spacing using Font Style Times New Roman and Font Size 12



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5 Abstract – Abstract should be one page synopsis of the internship report typed 1.5 line spacing, Font Style Times New Roman, italics and Font Size 14. It should contain the objectives of the internship.

6 List of Figures – The list should use exactly the same captions as they appear below the figures in the text. One and a half spacing should be adopted for typing the matter under this head. A specimen copy of the Table of Contents of the project report is given in Appendix 5. Figure copied from some paper or website has to be captioned with “Courtesy of ___ _”

7 List of Tables – The list should use exactly the same captions as they appear above the tables in the text. One and a half spacing should be adopted for typing the matter under this head. A specimen copy of the Table of Contents of the project report is given in Appendix 6.

8 List of Symbols, Abbreviations and Nomenclature – One and a half spacing should be adopted or typing the matter under this head. Standard symbols, abbreviations etc. should be used. A specimen copy of the Table of Contents of the project report is given in Appendix 7.

9 Table of Contents – The table of contents should list all material following it as well as any material which precedes it. The title page and Certificate will not find a place among the items listed in the Table of Contents but the page numbers of which are in lower case Roman letters. One and a half spacing should be adopted for typing the matter under this head. A specimen copy of the Table of Contents of the project report is given in Appendix 8.

10 Chapters – The chapters may be broadly divided as given in Appendix 9. The main text will be divided into several chapters and each chapter may be further divided into several divisions and sub-divisions, as required.

- Each chapter should be given an appropriate title.
- Tables and figures in a chapter should be placed in the immediate vicinity of the reference where they are cited.
- Footnotes should be used sparingly. They should be typed single space and placed directly underneath in the very same page, which refers to the material they annotate.

11 Appendices – Appendices are provided to give supplementary information, which is included in the main text may serve as a distraction and cloud the central theme.

- Appendices should be numbered using Arabic numerals, e.g. Appendix 1, Appendix 2, etc.
- Appendices, Tables and References appearing in appendices should be numbered and referred to at appropriate places just as in the case of chapters.
- Appendices shall carry the title of the work reported and the same title shall be made in the contents page also.

12 List of References –The listing of references should be typed 4 spaces below the heading “REFERENCES” in alphabetical order in single spacing left – justified. The reference material should be listed in the alphabetical order of the first author. The name of the author/authors should be immediately followed by the year and other details.



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Website citation has to be very specific not like 'google.com' or 'wikipedia.org'.

Figure copied from some paper or website has to be captioned with "Courtesy of _____"

A typical illustrative list given below relates to the citation example quoted above.

REFERENCES

1. Aripnammal, S. and Natarajan, S. (1994) 'Transport Phenomena of Sm Sel – X Asx', Pramana – Journal of Physics Vol.42, No.1, pp.421-425.
2. Barnard, R.W. and Kellogg, C. (1980) 'Applications of Convolution Operators to Problems in Univalent Function Theory', Michigan Math, J., Vol.27, pp.81-94.
3. Shin, K.G. and Mckay, N.D. (1984) 'Open Loop Minimum Time Control of Mechanical Manipulations and its Applications', Proc.Amer.Contr.Conf., San Diego, CA, pp. 1231-1236.

- **Table and figures** - By the word Table, is meant tabulated numerical data in the body of the project report as well as in the appendices. All other non-verbal materials used in the body of the project work and appendices such as charts, graphs, maps, photographs and diagrams may be designated as figures.

FOLLOWING MUST BE STRICTLY FOLLOWED

| | |
|---------------------|------------------------------------|
| TOP-LEFT CORNER | : Project ID of the student |
| TOP-RIGHT CORNER | : Chapter Heading |
| BOTTOM-LEFT CORNER | : Gujarat Technological University |
| BOTTOM-CENTER | : Page number |
| BOTTOM-RIGHT CORNER | : College Name |

NUMBERING

All pages in the report **except the cover pages and dedication page** must be numbered. All the page numbers should be located at the BOTTOM CENTER of the page.

The page numbering starting from candidate's declaration up to the beginning of the chapters should be numbered in small roman letters, i.e. i, ii, ...

The page numbering starting from the beginning of Chapter 1 up to the end of the report, should be numbered in Arabic numerals, i.e. 1,2, 3,....

PREPARATION OF CHAPTERS

Color:

All the text including Tables should be Black prints. However, Graphs and Figures can have color prints.



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Font :

Chapter Headings : Times New Roman 16pts, bold print all capitals
Section Headings : Times New Roman 14 pts, bold print all capitals
Subsection Headings : Times New Roman 12 pts, bold print leading capitals (only first letter in each word should be capital)

Regular Text : Times New Roman 12 pts, normal prints
Special Text : Times New Roman Italics 12 pts (for foot notes, symbols, quotes, Mathematical notations....)

SPACING/ALIGNMENT

Use 1.5 spacing between lines of regular text

Use double spacing between:

1. Paragraphs
2. Chapter title and section Heading
3. Section heading and paragraphs
4. Table Title and Table
5. Figure Title and Figure

Use single spacing between:

1. text corresponding to bullets, listing and quotes in the main body of text

All paragraphs in the report are to be fully justified from the first line to the last line and should start from left without any hyphenation/indent. Text corresponding to bullets, listings and quotes in the main body of text should be indented.

SECTION/SUBSECTION NUMBERING

Section numbering should be left justified using bold print with Arabic numerals and decimals.

Section numbering: <Chapter.Section number> <3 blanks> Section heading

Example: 1.1, 2.1

Subsection numbering: <Chapter.Subsectionnumber>

Example: 1.2.1

EQUATIONS/FORMULAS

Numbering for equation if necessary, should be done in the following format:

(Chapter number. Equation serial number)

Example:

$$Y = mx + b \quad (3.1.1)$$

FIGURES: Figures should follow immediately after/on immediate next page after they are referred to for the first time in the text. Figure headings should be given at the bottom of the



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figure. All the figures in landscape format must be placed in such a way that their top portions are to the left side of the page. However, numbering should be at the bottom of the report for landscape page (similar to the next page). All figures are to be central aligned on the page.

Format for Figure Heading:

Fig. <blank> Chapter number. Figure Serial number <3 blanks> Figure title (center aligned, leading caps)

Example:

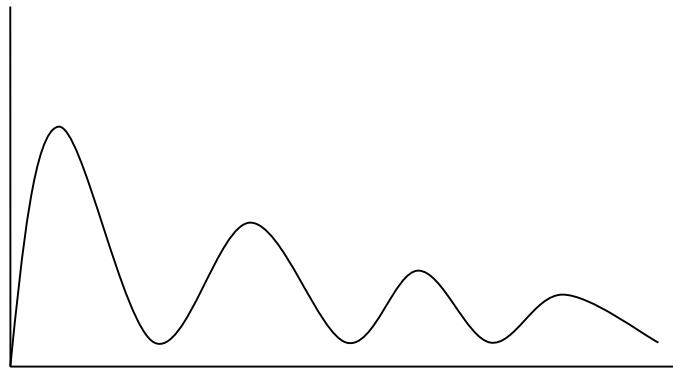


Fig 6.13 Typical Component Event

DIAGRAMS:

Diagrams larger than A4 size are not encouraged. If larger sizes are absolutely necessary, they should be folded to A4 size. Each drawing is to be numbered and referred to as Figures only. Diagram title should be similar to figure titles.

TABLES:

Tables should follow immediately after/on immediate next page after they are referred to for the first time in the text. Table heading should be given at the top of the table. All the tables in landscape format must be placed in such a way that their top portions are to the left side of the page. However, numbering should be at the bottom of the report for landscape page. All tables are to be central aligned on the page.

Format for Table heading:

Table <blank> Chapter number. Table Serial number <3 blanks> Table Title (center aligned, leading caps)

Example:

Table 6.13 Comparison of methods

| | | |
|--|--|--|
| | | |
| | | |



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EXPERIENCE :Candidate should include the environment and support provided by the respective company, co-operation of the people. Please mention if the job has been offered.

BINDING :The report should be Hard Bounded. The cover should be black and print in **gold letters** and the text for printing should be identical.

NUMBER OF COPIES:

The student/group must submit (no of student) +2 copies

Ex. Assume that there are 2 students in a group.

No. of copies will be: 4

One personal copy of each individual candidate (=2)

Two copies to the college.



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Appendix 1 - Cover Page <Remove this>

[TITLE OF THE PROJECT]

<1.5 line spacing>

A PROJECT REPORT

Submitted by

<Italic>

[NAME OF THE CANDIDATE]

[GTU Enrolment Number]

In partial fulfillment for the award of the degree of

<1.5 line spacing><Italic>

BACHELOR OF ENGINEERING

in

[Name of the Department]

[Name of the Institute with City]



Gujarat Technological University, Ahmedabad

<1.5 line spacing>

[Month, Year]



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Appendix 2

Institute
Logo

GTU
Logo

[Name of the Institute]

Institute Address

CERTIFICATE

This is to certify that the project report submitted along with the project entitled **<Internship / Project Title>** has been carried out by **<Name of Student>** under my guidance in partial fulfillment for the degree of Bachelor of Engineering in **<Name of the Branch>**, 8th Semester of Gujarat Technological University, Ahmadabad during the academic year 2021-22.

<Sign>

<Sign>

<Name of Internal Guide>

<Name of Head of the Department>

Internal Guide

Head of the Department



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Appendix 3

[Industry Letter Head]

Date: DD/MM/YYYY

TO WHOM IT MAY CONCERN

This is to certify that <Student Name>, a student of <Institute Name> has successfully completed his/her internship in the field of <Internship Area / Field> from <Start Date> to <End Date> (Total number of Weeks: ___) under the guidance of <Industry Mentor>.

His internship activities include <Internship Activities>.

During the period of her/ his internship program with us, he / she had been exposed to different processes and was found diligent, hardworking and inquisitive.

We wish him every success in his life and career.

For <Industry Name>

Authorised Signature with Industry Stamp



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Appendix 4



[Name of the Institute]

Institute Address

DECLARATION

We hereby declare that the Internship / Project report submitted along with the Internship / Project entitled **<Internship / Project Title>** submitted in partial fulfillment for the degree of Bachelor of Engineering in **<Name of the Branch>** to Gujarat Technological University, Ahmedabad, is a bonafide record of original project work carried out by me / us at **<Industry / Institute Name>** under the supervision of **<External / Internal Guide Name>** and that no part of this report has been directly copied from any students' reports or taken from any other source, without providing due reference.

| | Name of the Student | Sign of Student |
|---|---------------------|-----------------|
| 1 | _____ | _____ |
| 2 | _____ | _____ |



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Appendix 5

List of Figures

| | |
|---|----|
| Fig 1.1 Use case / Procedure Diagram..... | 2 |
| Fig 1.2 Activity / Process Diagram..... | 5 |
| Fig 2.1 Use case / Procedure Diagram..... | 12 |
| Fig 2.2 Activity / Process Diagram..... | 15 |
| Fig 2.3 Use case / Procedure Diagram..... | 22 |
| Fig 2.4 Activity / Process Diagram..... | 25 |
| Fig 3.1 Use case / Procedure Diagram..... | 32 |
| Fig 4.1 Activity / Process Diagram..... | 35 |
| Fig 4.2 Use case / Procedure Diagram..... | 42 |
| Fig 4.3 Activity / Process Diagram..... | 43 |



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established under Gujarat Act No. 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

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Appendix 6

List of Tables

| | |
|---|----|
| Table 1.1 Popular Methods / Techniques | 2 |
| Table 1.2 User / Reading / Observation Table..... | 5 |
| Table 2.1 Popular Methods / Techniques | 12 |
| Table 2.2 User / Reading / Observation Table..... | 15 |
| Table 2.3 Popular Methods / Techniques | 22 |
| Table 2.4 User / Reading / Observation Table..... | 25 |
| Table 3.1 Popular Methods / Techniques | 32 |
| Table 4.1 User / Reading / Observation Table..... | 35 |
| Table 4.2 Popular Methods / Techniques | 42 |
| Table 4.3 User / Reading / Observation Table..... | 43 |



GUJARAT TECHNOLOGICAL UNIVERSITY
(Established under Gujarat Act No. 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી
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Appendix 7

Abbreviations

| | |
|----------------------------|--|
| ALU | Arithmetical & Logical Unit |
| SDLC | Software Development Life Cycle |
| α | Symbolic Speed |
| β | Efficiency |



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Appendix 8

Table of Contents

| | |
|---|-----------|
| Acknowledgement | i |
| Abstract | ii |
| List of Figures | iii |
| List of Tables | iv |
| List of Abbreviations | v |
| Table of Contents | vi |
| Chapter 1 Title of chapter | 1 |
| 1.1 Introduction to Topic..... | 2 |
| 1.1.1 How to do | 3 |
| 1.1.1 How to do | 3 |
| 1.1.1 How to do | 4 |
| 1.2 Introduction to Topic..... | 4 |
| 1.3 Introduction to Topic..... | 5 |
| 1.4 Introduction to Topic..... | 6 |
| Chapter 2 Title of chapter | 8 |
| 2.1 Introduction to Topic..... | 9 |
| 2.1.1 How to do | 10 |
| Chapter 3 Title of chapter | 11 |
| 3.1 Introduction to Topic..... | 14 |
| 3.1.1 How to do | 16 |
| 3.2 Introduction to Topic..... | 17 |
| References | 40 |
| Appendix..... | 42 |



GUJARAT TECHNOLOGICAL UNIVERSITY
(Established under Gujarat Act No. 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી
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Appendix 9
Details of Chapters

- 1.0 Overview of the Company
 - 1.1 History
 - 1.2 Different product / scope of work
 - 1.3 Organization chart
 - 1.4 Capacity of plant
- 2.0 Overview of different plant/unit/department/shop of the organization and Layout of the production/process being carried out in company
 - 2.1 It includes the details about the work being carried out in each department.
 - 2.2 List the technical specifications of major equipment used in each department.
 - 2.3 Prepare schematic layout which shows the sequence of operation for manufacturing of end product.
 - 2.4 Explain in details about each stage of production.
- 3.0 Introduction to Project / Internship and Project / Internship Management
 - 3.1 Project / Internship Summary – Key To a good summary is the FIRST sentence, which MUST contain the most essential information that you wish to convey.
 - 3.2 Purpose
 - 3.3 Objective
 - 3.4 Scope (what it can do and can't do)
 - 3.5 Technology and Literature Review
 - 3.6 Project / Internship Planning
 - 3.6.1 Project / Internship Development Approach and Justification
 - 3.6.2 Project / Internship Effort and Time, Cost Estimation
 - 3.6.3 Roles and Responsibilities
 - 3.6.4 Group Dependencies
 - 3.7 Project / Internship Scheduling (Gantt Chart/PERT/Network Chart)
- 4.0 System Analysis
 - 4.1 Study of Current System
 - 4.2 Problem and Weaknesses of Current System
 - 4.3 Requirements of New System
 - 4.4 System Feasibility
 - 4.4.1 Does the system contribute to the overall objectives of the organization?
 - 4.4.2 Can the system be implemented using the current technology and within the given cost and schedule constraints
 - 4.4.3 Can the system be integrated with other systems which are already in place?
 - 4.5 Activity / Process in New System / Proposed System
 - 4.6 Features of New System / Proposed System



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established under Gujarat Act No. 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક: ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

- 4.7 List Main Modules / Components / Processes / Techniques of New System / Proposed System
- 4.8 Selection of Hardware / Software / Algorithms / Methodology / Techniques / Approaches and Justification
- 5.0 System Design
 - 5.1 System Design & Methodology
 - 5.2 Database Design / Data Structure Design / Circuit Design / Process Design / Structure Design
 - 5.3 Input / Output and Interface Design (If applicable)
 - 5.3.1 State Transition Diagram (optional)
 - 5.3.2 Samples of Forms, Reports and Interface
 - 5.3.3 Access Control / Mechanism / Security (If applicable)
- 6.0 Implementation
 - 6.1 Implementation Platform / Environment
 - 6.2 Process / Program / Technology / Modules Specification(s)
 - 6.3 Finding / Results / Outcomes
 - 6.4 Result Analysis / Comparison / Deliberations
- 7.0 Testing
 - 7.1 Testing Plan / Strategy
 - 7.2 Test Results and Analysis
 - 7.2.1 Test Cases (test ID, test condition, expected output, actual output, remark)
- 8.0 Conclusion and Discussion
 - 8.1 Overall Analysis of Internship / Project Viabilities
 - 8.2 Photographs and date of surprise visit by institute mentor (Optional)
 - 8.3 Industrial Visit and / or Internship Progress Review meeting with Industry Guide / Mentor / External Guide can be conducted using digital platform (Video Call OR Digital Platform (eg. Google Meet / Microsoft Team or Zoom Meeting etc)
 - 8.4 Dates of Continuous Evaluation (CE-I and CE-II)
 - 8.5 Problem Encountered and Possible Solutions
 - 8.6 Summary of Internship / Project work
 - 8.7 Limitation and Future Enhancement

This is Suggested Internship / Project Guidelines” and head of the department can make appropriate modifications (OR add or remove some points or sub points) as per the requirements of respective engineering branches.



GUJARAT TECHNOLOGICAL UNIVERSITY

Bachelor of Engineering

Subject Code: 3170001

Semester –VII

Subject Name: Summer Internship

Teaching and Examination Scheme:

| Teaching Scheme | | | Credits C | Examination Marks | | | | Total Marks |
|-----------------|---|---|--------------|-------------------|---------|-----------------|----|----------------|
| L | T | P | | Theory Marks | | Practical Marks | | |
| | | | ESE (E) | PA (M) | ESE (V) | PA (I) | | |
| 0 | 0 | 0 | 2 | 0 | 0 | 80 | 20 | 100 |

The duration of internship will be two weeks. It will be after completion of 6th Semester and before the commencement of Semester VII.

Following options can be opted by the students:

1. Offline internship in industry - Student is supposed to produce joining letter and relieving letter once the internship is over in case of Offline internship in any industry.
2. Online internships those are approved /supported / recommended by the All India Council of Technical education for Internship (like Internshala etc)
3. A Mini Project- on some suitable topic related to respective branch. It can be small fabrication / experimental results/ simulations/ Application development / Design and / or Analysis of System(s) etc. depending on the branch of the student. Preferably a single student should carry out a mini-project.

Report Submission and Evaluation Guidelines:

- Student has to prepare a detailed report and submit to his/her college. A copy of report can be kept in the departments for record.
- Each student must be assigned a faculty as a mentor from the college and an Industry expert External Guide or Industry Mentor.
- The evaluation will be of 20 marks for I component and 80 marks for V Component. I Component (20 marks) will be evaluated by the Mentor or Internal guide of the students and V Component (80 marks) will also be carried as Internal Faculty (Institute faculty) but this V Component will be evaluated by faculty member of the department / institute and nominated / appointed by the Internship committee formed by the institute.
- The presentation by student for Internship/mini project should in the presence of all students is desirable.
- Student should produce successful completion certificate in case of summer internship in industry.
- The details of type of Internship carried out by student will be uploaded on the GTU PMMS portal from the available option(s) like Offline Internship, Online Internship OR Mini project and the report will be uploaded on the PMMS portal.



GUJARAT TECHNOLOGICAL UNIVERSITY

Bachelor of Engineering Subject Code: 3170001

Course Outcomes:

Upon completion of this course students are able to:

1. Get exposure to the industrial environment, which cannot be simulated in the classroom and hence creating competent professionals for the industry.
2. Get possible opportunities to learn, understand and sharpen the real time technical / managerial skills required at the job(s).
3. Gain experience in writing Technical reports / projects and presentation of it.
4. Learn and gain exposure to the engineer's responsibilities and ethics.
5. Understand the social, economic and administrative considerations that influence the working environment of industrial organizations.

General Guidelines for Summer Internship

- Step 1:** Request Letter/ Email from the Institute should go to industry to allot various slots of 2 weeks during summer vacation as Summer Internship period for the students. Students request letter/profile/ interest areas may be submitted to industries for their willingness for providing the internship.
- Step 2:** Industry will confirm the internship slots and the number of seats allocated for internships via Confirmation Letter/ Email. In case the students arrange the internship themselves the confirmation letter will be submitted by the students in the office Institute through concerned department. Based on the number of slots agreed to by the Industry, institute will allocate the students to the Industry.
- Step 3:** Students, after joining the Training at the concerned Industry / Organization, has to submit the Joining Report/ Letters / Email.
- Step 4:** Students are undergoing for Summer Internship at the concerned Industry / Organization. In between Faculty Member(s) has to evaluate(s) the performance of students once/twice by visiting the Industry/Organization and Evaluation Report of the students needs to be submit in department office with the consent of Industry persons/ Trainers.
- Step 5:** Students will submit a training report after completion of internship.
- Step 6:** Training Certificate to be obtained from industry.
- Step 7:** List of students who have completed their internship successfully will be issued by Training and Placement Cell.