

Body of the Project Assignment

- 1. Background(Context of the issue): At least 150 words**
- 2. Theoretical Discussion(Meaning/definitions on the issue)**
- 3. Core Issue of the Project Work(Problem)**
- 4. Calculation(Discussion) and Analysis(Answer of the project assignment questions)**
- 5. Findings(Summary) & Conclusion:**
- 6. Annex: Question or Project Assignment or other relevant references.**

Note: Students can use normal & clean paper sheet of the copy.

Rules & Criterias of Project Assignemnt

(१) आधारभूत मापदण्डः

- Font Type-Times New Roman मात्र
- Paper Size: A4
- Part: (A) Cover Page
(B) Body of the assignment report
- 1. Background(Context of the issue): At least 150 words
- 2. Theoretical Discussion(Meaning/definitions on the issue)
- 3. Core Issue of the Project Work(Problem)
- 4. Calculation(Discussion) and Analysis(Answer of the projection assignment questions)
- 5. Findings(Summary) & Conclusion:
- 6. Annex: Question or Project Assignment or other relevant references.
Assignment(Problem or Question)

In any thing is suitable to show(like table, image, site image, process)

(२) Technical Criteria of Cover Page:

- Title(Font size: 18, Alignment: Center, Bold, Upper Case)
- Subsequent Head(Font Size: 16, center alignment, first letter of major word in upper case/capital letter)
- Other Line(Font size: 14, center alignment, normal, first letter of major word upper case)
- General information: 12 size
- No Paging

(३) Technical Criteria of Body of the Report:

- Paging: type-hindu arabic(1, 2, 3 ...), bottom, right,
- Margin-1 inch all side(upper, bottom, right and left side)
- First(Main Heading): Font size: 12, first letter of major word capitalize, left alignment, bold, Heading No-1,2,3(like; 1. Background)
- Second & Third Head(Subsequent to main heading): Font size: 12, sentence case(as grammatical rule), left alignment, normal,
- There is no chapter/section
- Paragraph(Text): Font size:12, start from one line-below the head, left alignment, justification, sentence case, normal, line spacing-1.0, Next paragraph 1 line gap,
- Table, figure, graph, chart has no any strict criteria: as requirement(Table/figure no, title of table and figure should be mentioned)
- Setting must be acceptable

(४) Technical Criteria of Annex: Annex number in roman(i,ii, iii....), Title of the annex(center alignment) font size: 12, Paging-continued to body of the report.

Annex-II
Group Work & Presentation Sheet

Group Work
Title/Issue of Group Work:
(GWN: _____)

Submitted by
Group Name(No):
Group Members

S.N.	Roll No	Name of Members(Students)	Responsibility	Signature
			Group Leader	
			Vice Leader	
			Coordinator	
			Presenter	
			Member	
			Member	
			Member	

Masters of Business Studies(MBS)

..... Semester

Batch:

Subject:

Presentation Date:

Section:

Code:

Birendra Bidhya Mandir Campus
Tikapur, Kailali

Note: Students can present on white, normal & clean paper sheet of the copy