



# SES COLLEGE SREEKANDAPURAM

(Accredited by NAAC with 'B+' Grade) Affiliated to Kannur University



Criterion 1  
Curricular Aspects

## **1.3 Curriculum Enrichment**

### **1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during 2022-2023**

<b>Sl No.</b>	<b>Supporting Documents</b>
1	Programme / Curriculum/ Syllabus of the courses
2	Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses

- a. Total marks for semester – I -300
- b. Total marks for semester – II- 425
- c. Total marks for semester – III- 375
- d. Total marks for semester – IV- 400
- e. Total marks for semester I to IV- 1500

## **II. Practicals**

### **Practical –I**

#### **MCJ 2 P 01 Newspaper production, Video production, Magazine production and Radio production.**

##### **1. Lab Newspapers: 5 Marks**

Each student shall submit five single-page printed A3-size lab-newspapers either in Malayalam or in English, prepared as part of reporting assignments within the semester, to be evaluated by external examiners.

##### **2. Newspaper Front Page: 5 Marks**

Each student shall edit and design the front page of an A3-size newspaper either in Malayalam or in English, with the stories given by the external examiners.

##### **3. Video production: 10 Marks**

Students, divided into teams of four members each, shall produce a video of their choice without dialogue limited to five minutes, during the semester and submit it for external valuation.

##### **4. Magazine production: 10 Marks**

Students shall be divided into teams of five members each, to bring out a printed multi-color 32-page-magazine either in Malayalam or in English, reported, subbed and designed by them during the semester. It shall be submitted for external valuation.

##### **5. Radio production: 10 Marks**

Each student shall produce a seven minutes radio feature / documentary on a topic and submit it for external valuation.

## **Practical –II**

### **MCJ 4P 02 PSA production, TV News bulletin production and Short film production**

#### **1. PSA production: 10 Marks**

Each student shall produce a Public Service Advertisement (PSA) in print/ audio/ visual format and submit it for external valuation.

#### **2. TV News bulletin production: 10 Marks**

Students either in groups of 4-5 or individually shall report, edit and present a news bulletin either in Malayalam or in English and submit it for external valuation. The duration of a solo news bulletin shall be seven minutes while for group productions it will be 25 minutes.

#### **3. Short film production: 20 Marks**

Students divided into teams of four or five members each shall produce either a documentary or a short film of 15-minutes, in Malayalam or English, within the semester and submit it for external valuation.

### **III. Dissertation:**

In the fourth semester each student shall submit a dissertation on any topic of his/her interest. The dissertation aims at introducing the students with research methodology and to prepare them for doing further research. Students are required to do a dissertation on a topic relating to an area of study chosen in consultation with the faculty. Each student shall be guided in his/her project by a member of the faculty.

#### **IV. VIVA:**

A Viva Voce examination will be conducted at the end of IV semester covering the whole programme including the project.

**11. Project**

Course Code	Course Title	Semester	Credit	Hour
6B11ENG	Project	VI	2	1

**Course Outcomes**

- 1. Learn and apply specific documentation styles and methodological formalities.
- 2. Critically engage with a literary theme or topic.
- 3. Understand the basic formalities regarding research in humanities.

**EVALUATION**

<b>ASSESSMENT</b>	<b>WEIGHTAGE</b>	<b>MARKS</b>
EXTERNAL	75%	20
INTERNAL	25%	5

**I SEMESTER****CORE COURSE XVI:PROJECT REPORT AND VIVA VOCE**

<b>SEMESTER</b>	<b>COURSE CODE</b>	<b>HOURS PER WEEK</b>	<b>CREDIT</b>	<b>EXAM HRS</b>
<b>VI</b>	<b>6B16 BBA</b>	<b>2</b>	<b>2</b>	<b>-</b>

**COURSE OUTCOMES**

**CO1:** Analyses real life situations

**CO2:** Acquires group dynamic skills by group involvement

**CO3:** Develops solutions or inferences on the problem of study

**CO4:**Synthesis facts in the form of report

During the sixth semester the candidate shall do a research project on a relevant business/management/banking/commerce topic. This research project is envisaged as a practical application of the research methodology course studied in the BBA Programme. Therefore, it is essential that primary data is collected as part of the research at least to some extent. Maximum four students as a group can take up a topic and the students in consultation and with the consent of the assigned guide may identify a topic and do research on that topic. To have more academic freedom and flexibility, the project shall be done without being attached to any business organization. The candidates together shall prepare and submit a project report to the Department. The project report should be submitted to the Head of the Department on the last working day of the sixth semester. The candidates together as a group shall prepare a copy of the report and submit them in the department, which shall be handed over to the external examiner at the time of viva-voce examination. Each student in the group should also keep a personal copy with them . The report shall be prepared as per American Psychological Association (APA) or Modern Language Association (MLA) format. Use of Statistical software Students shall be encouraged to use statistical software for data analysis.

**Sample size**

Since the project is a group exercise, at least 100 samples should be selected for the study

**Structure of the Project report**

1. Title page
2. Declaration by the student
3. Bonafide Certificate from guide countersigned by HOD
4. Acknowledgement
5. Table of Contents
6. List of Tables
7. List of figures
8. List of Symbols, Abbreviations
9. Chapter I: Introduction (Background information, Statement of the Research problem, objectives of the study, Research methodology etc.)
10. Chapter II: Review of literature
11. Chapter III: Theoretical framework
12. Chapter IV: Data Analysis and Interpretation
13. Chapter V: Summary of findings and implications and Recommendations
14. Bibliography (books, journal articles etc. used for the project work).
15. Appendix (Questionnaire, specimen copies of forms, other exhibits etc.)

**Page size and typing instructions**

The project report shall be prepared in A4 sized bond paper. The report shall be printed and spiral bound/hard bound with not less than 60 pages. The general text of the report shall be typed with 1.5 line spacing. The general text shall be typed in the font 'Times New Roman' with font size 12. Paragraphs shall be arranged in justified alignment with margins 1.25" each on top, bottom, left and right of the page with portrait orientation. No boarder line should be given to the pages.

**Evaluation of project report**

The project report shall be subject to internal and external evaluation: Maximum 10 marks shall be awarded by the supervising teacher as the internal mark. Maximum 40 marks shall



be awarded by external examiners. Out of the external 40 marks, 20 marks shall be given for the report and 20 marks shall be given for the performance in viva voce examination as specified below. All the group members shall be given equal marks for their report and the viva-voce marks may vary based on the performance of each student in viva voce examination. Internal Evaluation (10 marks or 20% of total marks ) and External Evaluation ( 40 marks or 80% of total marks).

<b>Internal Evaluation</b>	
<b>10 marks</b>	
<b>Components</b>	<b>Marks</b>
Punctuality	2
Organisation of report	4
Viva voce	4
<b>Total</b>	<b>10</b>

<b>External Evaluation</b>		
<b>40 marks</b>		
<b>Components</b>	<b>Sub components</b>	<b>Marks</b>
1. Project report	Relevance of the topic, statement of objectives	5
	Methodology, Research design	5
	Use of statistical tools, Analysis and interpretation, major findings	5
	Recommendations, references/bibliography	5
	<b>Total</b>	<b>20</b>
2.Viva voce	Viva voce	<b>20</b>
	<b>Total</b>	<b>40</b>

**CORE COURSE XXIV: 6B24BCA PROJECT**

<b>SEMESTER</b>	<b>COURSE CODE</b>	<b>HOURS PER WEEK</b>	<b>CREDIT</b>	<b>EXAM HRS</b>
<b>VI</b>	<b>6B24BCA</b>	<b>5</b>	<b>4</b>	<b>3</b>

## CORE COURSE XVII: PROJECT

SEMESTER	COURSE CODE	HOURS PER WEEK	CREDIT	EXAM HRS
VI	6B17 COM	2	2	-

### COURSE OUTCOME

**CO 1: understand the method of carrying out a project**

**CO2: undertake project work independently**

#### **Guidelines for Project**

1. During the sixth semester every student shall do a project .The student may choose any topic from the subjects he/she has studied.
2. The candidate shall prepare and submit a project report to the Department.
3. The report shall be in English with not less than 30 pages, printed or typed (A4 size paper, 1.5 line spacing, Times New Roman font, font size 14) and spiral bound.
4. The project report should be submitted to the Head of the Department one week before the last working day of the sixth semester, duly certified by the Guide.
5. The project can be done individually or as a group of four students (maximum) on the same topic and present the report. However, the project supervisor should make sure that each student constructively contributes to the completion of the project.
6. The work of each student shall be guided by one Faculty member.
7. The candidate shall prepare at least two copies of the report; one copy for submission to the Department and another copy for the student, which he/she has to bring with him/her at the time of viva voce.
8. Duration of project work -The duration for project work is 3 weeks.
9. A certificate showing the duration of the project work shall be obtained from the supervising teacher or from the organization for which the project work was done and it should be included in the project report.
10. Structure of the report
  - a) Title page
  - b) Certificate from the supervising teacher / organization (for having done the project work)
  - c) Acknowledgements
  - d) Contents
  - e) Chapter I: Introduction (Organization profile, Research problem, Objectives of the study, Research methodology etc.)
  - f) Chapter II : Review of Literature
  - g) Chapters III and IV: Data Analysis (2 or 3 chapters)
  - h)Chapter V : Findings, Suggestions and Conclusion.
  - i) Appendix : (Questionnaire, specimen copies of forms, other exhibits etc.)
  - j) Bibliography: (books, journal articles etc. used for the project work).

**CORE COURSE XVI:**  
**PROJECT WORK**

<b>SEMESTER</b>	<b>COURSE CODE</b>	<b>HOURS PER WEEK</b>	<b>CREDIT</b>	<b>EXAM HRS</b>
<b>VI</b>	<b>6B 16 ECO/DEV ECO</b>	<b>3</b>	<b>2</b>	<b>EXTERNAL PROJECT EVALUATION</b>

The students are directed to identify a relevant project topic in economics or related areas during the V semester itself and approval from the Head of the Department is mandatory. After getting the approval of the project proposal from the Head, they will work on it under the supervision of the concerned faculty members. Students are further requested to complete review of literature, field work, questionnaire, if any, during the V semester itself. Only the writing part may be earmarked for the VI semester. This is for the timely completion and improving the quality of the work. It is the duty of the HoDs to ensure the above procedures.

**Project Guidelines**

1. Approval of the project proposal by the head of the Department
2. Title of the project
3. Introduction
4. Research Objectives
5. Research Questions
6. Review of Literature
7. Methodology and Methods
8. Results and Interpretation
9. Conclusion
10. Bibliography/References
11. Appendix
12. The project work is a team/ group work. Each group shall not exceed five members. The students should ensure that the work is original. It should follow proper reference style, preferably APA style. Two hard copies of the project report should be submitted to the Department on or before February 15.
13. Project valuation: A panel of experts appointed by the university to evaluate the project report at the CV camp (external evaluation =25 marks) and internal evaluation based on Viva Voce exam as per the university norms (internal valuation= 25 marks). The Project work will be treated as a full course and total marks is 50. An examiner may evaluate only 7 projects per day: Four projects in the FN and Three projects in the AN. Remuneration for project evaluation may be fixed by the University.

The time frame and stages of completion of the project work are summarized in table 1. The procedures and other details regarding the project work are summarized in table 2.

**Table 1 Stages of Completion of the Project work**

Time Period	Activities	Guide's remarks	Signature of student	HoD
June	Assignment of guide, Preliminary discussions, Selection of the broad area of study.			
July to Mid August	Literature Survey - Formulation of the Problem- Setting up of objectives and Chalking out the methodology			
End of August	Presentation of the Synopsis and finalization of the Topic and Title			
September	Data Collection			
November	Tabulation and Data Analysis			
December	Midterm Evaluation to review the progress of the Project			
January first week	Submission of the draft report			
February first week	Final draft			
February Second Week	Oral/ Poster Presentation and internal Viva			
On or before February 15	Project submission			

**Table 2 Three Stage Evaluation Scheme for Project assessment**

<b>RUBRIC FOR UG PROJECT ASSESMENT (3 Stage Evaluation Scheme)</b>						
			<b>I Stage</b>	<b>II Stage</b>	<b>III Stage</b>	
<b>Sl No</b>	<b>Domain</b>	<b>PROCESS</b>	<b>Internal</b>	<b>Mid-term Evn. Seminar/ poster</b>	<b>Final External @ CV Camps</b>	<b>Total</b>
1	<b>Planning &amp; Design</b>	Preliminary Discussion Leading to Choice of Topic and Problem	2	4	5	<b>11</b>
		Construction/ definition of Problem				
		Literature Survey / Basic Reading				
		Identifying the Problem (and also its clarity)				
		Choice of Data and their Sources				
2	<b>Methodology</b>	Sampling Design in case of primary Data & Finalization of Data Set and sources in case of Secondary Data	2	3	7	<b>12</b>
		Analytical tools & its Suitability				
		Tabulation & Analysis				
3	<b>Analysis &amp; Discussion of the Results</b>	Mid-term Review of the progress	2	4	8	<b>14</b>
		Discussion of Result & Validation of the Objectives				
		Summary & Suggestions/ policy recommendations				
4	<b>Final Report &amp; oral/ Poster Presentation</b>	Final Project & Oral/ Poster Presentation	4	4	5	<b>13</b>
		Reference /Bibliography				
		Overall Scientific approach and Academic Commitment				
<b>TOTAL</b>			<b>10</b>	<b>15</b>	<b>25</b>	<b>50</b>

\* Frequency of discussion and finalization of the decisions and timely completion of the each stage must be verified by the guide

\*\* It is not the end results alone but the involvement and commitment of the students in the completion must also equally be valued.

## 6B15 MAT: PROJECT

A student of B.Sc. Mathematics should compulsorily do a project work on a topic of his/her choice and prepare a project dissertation for completing the B.Sc. Mathematics Programme. The project work should satisfy the following criteria.

1. The topic of study should not be a part of the existing syllabus. But it can be an extension of a topic of the syllabus.
2. After the completion of the study, the student shall submit a project dissertation to the university in typed form.
3. The dissertation should have at least 15 pages excluding the page of table of contents.
4. The dissertation can be prepared using any typesetting software like LaTeX, MS Word or Libre Office Writer.
5. The project work can be done individually if the student so wishes. It can be done as a group having maximum 3 students.
6. The dissertation should contain a Title Page, Certificate from the Project Guide/Supervisor countersigned by the Head of the Department, Table of Contents, Preface/Introduction and References.

### Evaluation of the project work and dissertation

#### 1. Internal Evaluation

Internal evaluation of the project has the following components.

Sl. No.	Components	Percentage of marks allotted	Marks allotted
1	Relevance of the topic and references	20	1.4
2	Layout	10	0.7
3	Content	20	1.4
4	Presentation and Viva-voce*	50	3.5
	<b>Total</b>	<b>100</b>	<b>7</b>

\*Presentation and Viva-voce are to be conducted individually even if the project is done as a group.

## 2. External Evaluation

External evaluation of the project has the following components.

Sl. No.	Components	Percentage of marks	Marks allotted
1	Relevance and depth of the topic and layout	25	7
2	Seminar presentation*	25	7
3	Viva-voce*	50	14
<b>Total</b>		<b>100</b>	<b>28</b>

\*Viva-voce and Seminar presentation are to be conducted individually even if the project is done as a group.

*The student should get a minimum of 40% of the aggregate marks and 40% separately for End Semester examination and 10% for CE for pass in the project.*



## 6B17 PHY PROJECT EXTERNAL EVALUATION MARK DISTRIBUTION

<b>Sections</b>	<b>Marks</b>
I Relevance of topic	10%
II Methodology	20%
III Quality of analysis & findings	20%
IV Viva -Voce	50%

## STUDY TOUR

Students are required to visit at least one Laboratory/factory/Research Institute of eminence during the course and submit the Study tour report separately along with practical records at the time of practical Exam (6<sup>th</sup> Semester).

## PROJECT REPORT:

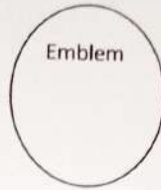
**PROJECT** CO 1) Able to enhance the skills of managing the resources, time and team work.

2) Students will be able to function as a member of an interdisciplinary problem solving team.

Students should undertake a group project work related to chemistry and submit the report along with practical records during VI semester practical.

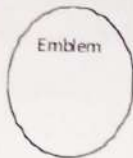
### General Guidelines of Project Work

1. Students should undertake the project work related to Chemistry only.
2. The UG level project work is a group activity, maximum number of students being limited to five. However each student should prepare and submit the project report separate
3. The matter should be typed on A-4 size paper with Times New Roman font of size 12 points, with double spacing between the lines and margins of 1.5" at the left, 1" at the right, 1" each at the top and bottom.
4. The report should be printed in plain white paper in black ink only. Color inks for charts and graphs can be used, provided it does not hamper the readability. The logo of the college can be displayed in the report.
5. The project report should be hard bound/ spiral bound / paper back.

**Format of the Project Report****Title****Name of the student****Department****College****Month & Year**

[Type text]

**Title**



Project report submitted to Kannur University in partial fulfillment for the BSc degree (Chemistry)

By

Name of Student

Reg No

Name & Designation of project guide

Signature, Name & Designation of Head of the department

Examiners:

1)

2)

Page 1 : Certificate (By Project Guide)

Page 2. Declaration (By Student)

Page 3. Acknowledgement

Page 4 . Contents

[Type text]

- Chapter I : Introduction
- Chapter II : Aim of the project/Problem Statement
- Chapter III : Review
- Chapter IV : The Study/Present work
- Chapter V : Data Analysis/ Discussion
- Chapter VI :Conclusion
- Bibliography