



STATISTICS DISCIPLINE
KHULNA UNIVERSITY

Project Report

on

Title

A dissertation submitted to the Khulna University in partial fulfillment of the requirements for the degree of B. Sc. in Statistics

Submitted by

[student name]

ID:.....

Batch

Supervised by

Faculty Name

Designation

Statistics Discipline

Khulna University

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Month, Year

Abstract

This is a most important part of your report. It summarizes the body of the report, outlining its scope, purpose and major findings, highlighting the key conclusions and recommendations.

Acknowledgements

You may address all the people (parents, teachers, friends, others) who have contributed to the success of this document. Expression of thanks to the people, to the company and others who have made invaluable contribution to the completion of this report.

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Chapter 1

Introduction

1.1 Introduction

1.2 Objective of the Study

The purpose the study should provide a Specific and accurate synopsis of the overall purpose of the study. It stresses the reader why you performed the study. In other words, the reader should be informed of the importance of the study. Key points to keep in mind when preparing a purpose statement. Try to incorporate a sentence that begins with "the purpose of this study is...". This will clarify your own mind as to purpose and it will inform the reader directly and explicitly.

Chapter 2

Literature Review

Chapter 3

Materials and Methodology

The purpose of this section is to describe in detail how you performed the study. This includes sample, data collection, and data analyzing method. This section should not be very lengthy. The writer has to give separate details of survey methodology if he/she has conducted a survey in the study.

Chapter 4

Key Results/Key

Learning's/Findings

- Analysis of the results obtained/learning's realized in an appropriate conceptual framework derived from the situation analysis.
- Emphasize results related to strategy, organizational structure, business processes, human resources, technology as appropriate depending on the mission.

Chapter 5

Conclusion

Conclusion must be based on findings of the study and link them to your research objectives/purpose.

REMEMBER that conclusions deal with the present, recommendations with the future

Chapter 6

Limitations and Recommendations

A limitation identifies potential weaknesses of the study. Think about your data, analysis, the nature of your instruments, and the sample. Explain these limitations in briefly.

Recommendations must follow logically from the conclusion and findings. They should not be vague, abstract, idealistic or ambitious. Instead they should be specific, concrete, to the point, practical, relevant to the organization and the study

Bibliography

Reference should be followed as per the references of standard journal like Springer, Taylor and Francis etc but with a unique format.

Appendix A

Whatever you need to add. Add further appendices if you need more.

Glossary

Provide a glossary if the text is necessarily heavy with specialized terms, mathematical symbols. If there is only the occasional term in the report, define it as part of the text.

Text Format in the Report

- Paper : For report examination, high-quality, long lived white A4 sized paper must be used. Three 'hard bound' copies to be provided to the department for distribution to examiners at least 2 working days prior to the final presentation.
- Font type & size : Times New Roman, 12 point for body text
- Margin : Margins on the binding side (left edge) must be 4 cm; all other margins must be 2.5 cm. Headers and/or footers must be placed within the 2.5 cm margin, Pagination must be placed 1.25 cm from bottom of page.
- Line Spacing : One and a half or double spacing is required in the main body of the manuscript except where conventional usage calls for single spacing; e.g., footnotes, indented quotations, tables etc.
- Punctuations, Spelling and Grammar Check: Use correct punctuation marks. Spelling and grammar should be accurate.
- Page Numbering: Every page should be numbered. The page numbers should start with 1 from the first page of your chapter 1. All the pages before the first chapter should be given Roman numbers (i, ii, iii,etc.)
- Justification : Both left and right
- Start major sections of the report on new page.
- Language:The report must be in English.
- Binding :
 - a) Soft binding only is required for report examination by the supervisor
 - b) Full/hard binding is required for final submission ie, (after examination and/or emendations).Three copies in black cover with gold lettering on the spine and the cover.
- Each page of the report except for the title, letter of transmittal and certificate should be numbered. For the preliminary pages, use small Roman numerals (i, ii, iii, iv, etc.). For the remainder of the report, use continuous pagination for text, illustrations, images, appendices, and bibliography, using Arabic numbers (1,2,3, etc.). Remember to start with page 1, as this is not a continuation of the Roman numeral numbering.
- Images and Graphs: All images and graphs should be of professional quality. If it is not your own work you must provide full reference to the source.
- **NOTE:** - Student should adhere to the timings for submission of report. No excuse will be entertained in any case.
- - Papers that are not typed will not be accepted.