

## Gujarat Technological University

### **CIRCULAR**

To

Principals/Directors and HODs of degree engineering Colleges and Polytechnics:

#### **Requirement for organizing**

#### **Final Year Project Fair**

**Suggested date\*:** Before the first week of May, 2016

At GTU, every degree engineering College/ Institute and every Polytechnic is required to organize a Final year Project Fair.

The Fair will provide to every Final Year student the opportunity of show-casing his/ her or the team's work during the year either through the working project and/ or through posters of the project-work.

**GUIDELINES:** 1. **For each branch/ department:** A team of experts, having a good mix of Senior Professors from the same college, the neighboring colleges and experts from the Industry, should be invited to judge these projects at the Fair and to choose the best three from each branch/department.

2. Every branch/department should also compile a list of projects in which the proposed solution /innovation/project is being implemented or is going to be used by industry/SME/User.

3. This Fair should be open to all the students and the faculty of the college and all the neighboring industries. An open invitation may also be announced through the web-site of the institution so that parents of the students, alumni and any other citizens may be able to visit the Fair.

4. The Fair should be announced at least a week in advance.

5. The College/ Institute should encourage a team of pre-final year students to work for organizing the final year project fair. Besides other things, the team should Invite prominent persons from their Sankul, from industry and from their area.

6. TERM WORK marks for participation in the Fair: Participation of every **final year student** in the Fair should be considered a **necessary part of** the term-work. 25% of the marks of the Term-work may be allocated for it. The Faculty Member, who is guiding the project, jointly with another

## **GTU INNOVATION COUNCIL**

[www.gtuinnovationcouncil.ac.in](http://www.gtuinnovationcouncil.ac.in)

Faculty Member, appointed by the Head of the Department for the purpose, should allocate the marks. (*If a College/ Institute/ Polytechnic (like LJIET, Ahmedabad) has already conducted such a Fair during this semester, every student group may be asked to make a presentation before its class for allocation of the marks.*)

The list of the best three projects of each department, selected by the committee, should be compiled and sent to GTU through mail immediately after the Fair is over by the college authority, along with the report /work done by the department/college for successfully organizing the Fair.

### **REPORT TO GTU:**

All colleges are required to send the following BY E-MAIL mail to **cic3@gtu.edu.in** and **s4@gtu.edu.in**:

1. The list of the best three projects of each department, selected by the committee
2. The compiled list of projects in which, the proposed solution /innovation/project is being implemented or is going to be used by industry/SME/User.
3. A report of the project fair, with feedbacks from participants (students, Faculty Members, industry persons and others). Please mention the title of the mail as “Final Year Project Poster Exhibition 2016 @ Name of college/ Institute/ Polytechnic”.

### **\*Note:**

(i) *A College/ Institute/ Polytechnic may adjust the date according to the requirements of the industry partners (a) who are working with the College/ Institute/ Polytechnic on the IDPs and (ii) those, who are associated with the College/ Institute/ Polytechnic in its Sankul (GIDC) Committee.*  
(ii) *If a College/ Institute/ Polytechnic (like LJIET, Ahmedabad) has already conducted such a Fair during this semester, it need not do so again. But a detailed report of the activity needs to be submitted to the university at [gic@gtu.edu.in](mailto:gic@gtu.edu.in).*

**ROLE OF GTU:**

GTU will give awards to the HOD/Principal for the best overall performance by the department/college in organizing and managing the Fair.

In addition, GTU, CiC3, S4 and the IPR Cell will

- I. help the students, who have done good projects to carry the project forward by providing design support (through cic3) and entrepreneurial support (through s4), as required by the students,
- II. help the students file a patent if they want (through GIC Patent Clinic),
- III. award Appreciation Certificate to those students, who solve society problem or problems of the industries successfully,
- IV. provide further support to take suitable projects to the next stage. (By linking through Nodal Institute support scheme under Govt. of Gujarat and other such schemes)

**FURTHER HELP TO INNOVATIVE PROJECTS:**

Colleges should mention in a separate report in case any specific project needs help for patenting/IPR Protection, Prototype support, start-up support etc. so that GTU Innovation Council can extend those facilities after examination of the students is over. While mentioning such projects in the list/report kindly specify which project want what kind of support further so that we can extend the best possible support to take the project to next stage.

## Appendix-1

### **Guidelines for Poster Presentation**

#### **Display Facilities**

1. One panel should be available for display of each poster. To fit comfortably within the poster frame, students are instructed to make posters that should not exceed 36 inches wide x 48-inch-high with 1" margin on all side.
2. The poster area should be sufficiently lit. If required spotlights may be arranged.

#### **Preparation of Posters:**

1. Prepare the poster on material that is lightweight. The material can be on one sheet so that it can be rolled up for easy transport or on separate panels for individual mounting.
2. Posters should be readable from a distance of 6 feet (2 meters). For adequate visibility, capital letters should be at least 3/8 inch (1 cm) high after enlargement to full poster size.
3. The team of students may prepare handouts about their project for distribution at the Fair.
4. The poster should be self-explanatory so that one is free to supplement and discuss particular points raised by enquiry at the fair by the visitors. Every poster should include the poster number, Group Identity Number to distinguish while evaluation, the Title of the project, name of the faculty Guide and the names of the students, who have worked on the project.

#### **Guidelines for the Poster:**

"heading, poster title, author(s) name(s), and their affiliations"

Suggested font sizes:

**Title:** Arial (86 pt)

**Team member's name, guide name,** mention if any **other contributor:** Arial (48 pt)

**Figure citation:** Arial (25 or higher)

**Rest of the text:** Arial (30 pt)

Arial font can be replaced with any other font which is readable.

**Reference:** Link to last year's circular: <http://gtu.ac.in/circulars/14Apr/22042014.pdf>