

Visvesvaraya National Institute of Technology

Department of Chemical Engineering

Guidelines for Preparing Six Monthly PhD Progress Seminar Report and Seminar Presentation

The following document will have the guidelines for submission of six monthly PhD progress seminar report and guidelines for preparing the report.

Report Submission

- Six monthly report should be submitted (both soft and hard copy) at least 4 days before the presentation to the PhD coordinator.
- The report must be soft binded (preferably with tape binding), and the soft copy in.pdf format should be sent via email.
- Students must ensure that RPC members also receive either soft or hard copy of the report before 3-4 days of their presentation.
- The abstract of the report will be sent to all faculty of our department along with the seminar schedule by the seminar coordinator.
- All students must give their presentation within the allotted period (i.e., from 1 - 31st July and 1 - 31st December).

Guidelines for Report Preparation

Student must follow the guidelines (given below) while preparing his/her progress report.

- Report can have a maximum of 10 pages (preferred). One sided write-up with 1.5 line spacing with 12 pt Times New Roman font must be followed.

The report should include:

1) Title Page: Appended below

2) Short abstract (around 200 words): *Separate page*

Describes about the significance of the present results (can be new or improved results) and its necessity (degree of difficulty, complexity with improved results etc.).

Note: Right below the abstract, you need to mark your signature on the left side, and your guide signature on the right side with date.

3) Summary of previous work:

This can be bulleted with number wise of the six monthly progress seminar (with year and month) results. *Mention only the key results not exceeding two sentences per bullet point.*

Example:

1st Seminar (July, 2015):

- Literature survey on the extraction of toxic pollutant from wastewater.
- Analysis of wastewater characteristics.
- Design and fabrication of extraction column for the toxic pollutant removal from waste water.
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2nd Seminar (December, 2015)

- The use of CTAB surfactant during the extraction process showed increased pollutant removal efficiency up to 95%.
- The optimal flow rate of wastewater for maximum removal of pollutant in the extraction column was found to be 1.2 ml/min.

4) Objectives of the work done during the review period:

This should have the work completed in the current period based on the feedback/recommendations given in the previous seminar.

Mention in bulleted points.

5) Methodology/Experimental/Model development etc...

6) Results and discussion

6) Summary and future research plan for the six monthly seminar: *Separate page*

7) Outcome till date: *Separate page*

- Publications:
- Conference proceedings:
- Oral presentation in workshop/conference/seminar etc.:
- Poster Presentations:
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Guidelines for Seminar Presentation:

- 1) Seminar presentation should be limited to 30-40 minutes.
- 2) Maximum number of slides to be kept is 20 (preferred).
- 3) Slides should follow the contents as per the seminar report (sequentially).
- 4) Each slide must contain a short conclusion (preferred).

**3rd Six Monthly PhD progress Seminar Report
on**

(TITLE OF THE PROJECT)

Submitted by

**Name of the student
(Reg. No.: 000xxx1234)**

**Under the Supervision of
Prof. Guide's Name**



**DEPARTMENT OF CHEMICAL ENGINEERING
VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY
NAGPUR**

(Month, Year)