



# INSTITUTE OF AERONAUTICAL ENGINEERING

(Autonomous)

Dundigal, Hyderabad - 500043

## IMPLEMENTATION PROCEDURE FOR CONDUCTING MBA IV SEMESTER PROJECT WORK

Project work is an important component and provides the students with the opportunity to design undertake or conduct an independent research or study related to their post graduate course.

Upon completion of the project, student should be able to identify and describe the problem and scope of project clearly, collect, analyze and present data into meaningful information using relevant tools, select, plan and execute a proper methodology in problem solving, work independently and ethically, present the results in written and oral format effectively and identify basic entrepreneurship skills in project management.

As part of curriculum, a student is required to prepare a project on a live / latest business / management problems / issues as a partial fulfilment of the course. As this project exposes student to real life management issues and it must be carried out with all seriousness and exemplary commitment with a mark of distinct quality.

The **project work** activity is to be done in the IV semester of the course along with the academics in the time prescribed as per the academic calendar. A student shall carry out the project work under the supervision of a faculty member or in collaboration with an Industry, R&D organization or another academic Institution / University where sufficient facilities exist to carry out the project work. Project work supervision will start from the III semester onwards (for the effective output of project paper publication in reputed journals) based on the availability of project supervision vacancies available with the faculty members as announced by the Head of the Department at the earliest. Students can approach the faculty for the project guidance based on their interest area of project and the specialization of the faculty and their interest.

The objective of the project is to help the student develop research ability to apply multidisciplinary concepts, tools and techniques to solve the organizational problems

### 1. PROJECT WORK OBJECTIVES:

**This course will expose students:**

- I. Demonstrate their competence in practical business scenarios.
- II. Integrate and apply the knowledge acquired from previous coursework.
- III. Exercise maturity, initiative, and creative problem-solving abilities.
- IV. Utilize and enhance communication skills, both oral and written, to effectively convey results, concepts, and strategies.
- V. Address and solve complex, non-routine business problems.

### 2. PROJECT WORK COURSE OUTCOMES:

**By the end of the course, students are able to show competence in the following areas:**

- CO1:** Planning and implementation of research concepts and exploring the problem statements to develop value-based decision-making system
- CO2:** Articulation of research methodology and exploring the problem statements to develop value-based decision making system.
- CO3:** Presentation of contemporary environmental issues in industries and companies to achieve Organizational goals as entrepreneurs.

- CO4:** Use of analytical tools for testing of data to communicate global business aspects.
- CO5:** Presentation and demonstration of the study and learning experience by using theoretical and practical applications to face the competitive world successfully.
- CO6:** Integration of ethical considerations and social responsibility into business decision-making processes to promote sustainable and ethical practices in the competitive business environment.

### **3. TYPES OF PROJECTS**

Projects may be either one or a combination of the following categories of projects Experimental Research, Case study, Industrial applications, Analytical and Simulation.

**The project may be from any one of the following types and preferably from area of specialization**

- Comprehensive case study (covering single organization / multifunctional area problem, formulation, analysis and recommendation)
- Inter-organizational study aimed at inter-organizational comparison / validation of theory / survey of management practices.
- Field study (empirical study).

#### **3.1. GUIDELINES TO REGISTRATION AND MAINTANCE OF PROJECT WORK REPORT**

1. It is mandatory to register the Project work (Phase – I and II) from the Samvidha Login.
2. Each student is allocated a single project only.
3. Students should fill and submit the form for the allotted project (which can be downloaded from college website - Downloads and Forms) to the Dean of PMCS with the concurrence of supervisor and forwarded by head of the department.
4. Interdisciplinary project works are encouraged, but requires Co-Supervisor from the major branch / department of study.
5. The students must submit their project work report to their supervisor whenever schedule has published and update the progress of their work.
6. If a student wishes to change his supervisor or topic of the project, he can do so with the approval of the PRC. However, the PRC shall examine whether or not the change of topic / supervisor.
7. Leads to a major change of his initial plans of project proposal. If yes, his date of registration for the project work starts from the date of change of supervisor or topic as the case may be.
8. The student must maintain a record of his / her review meetings along with remarks of their discussion and signature of their supervisor.
9. As and when the topic is chosen, the student shall submit a duly filled in registration proforma for project work to the supervisor for comments and finally be approved by the supervisor.
10. Students shall have regular interaction with their supervisors in order to have understanding of nature, scope, relevance, suitability, research objective and design, schedule and importance of research. Students need to substantiate these important components which normally decide the quality of project work.
11. The students shall submit the proforma for registration, synopsis and manuscripts of different chapters within the time schedule as instructed by the respective supervisor. The supervisor shall monitor the progress of his / her students in all respects like finalization of the project work proposal, typology, methodology, data analysis, inferences, discussions and report writing. The supervisor shall also necessarily approve the questionnaire / interview schedule.
12. The supervisor is authorized to reject the project work if it does not meet his / her expected standard quality or the guidelines.

#### 4. EVALUATION GUIDELINES

The project work should be carried out in the premises of Institute. However, it can also be carried out in any of the recognized educational institutions / audit firms, industrial / research organizations / service organizations or Government organizations with the prior permission from the supervisor and concerned Head of the Department.

A Project Review Committee (PRC) shall be constituted with the Head of the Department as Chairperson, Dean nominated by the head of the institution, Supervisor and one or two senior faculty members of the departments offering the MBA program.

##### **Registration of Project Work:**

- A candidate is permitted to register for the project work at the beginning of IV semester, after satisfying all the attendance requirement in all the courses, both theory and laboratories upto III semester. A student shall submit the outcome of the project work in the form of a dissertation.
- A candidate shall be allowed to submit the project report only after fulfilling the attendance requirements of all the semesters.
- Every candidate shall work on projects approved by the PRC of the institute.
- The student shall submit the project work in the form of dissertation at least four weeks prior to the completion of the program. Head of the Department shall constitute an PRC (PRC) comprising of the Chairman BOS (PG), HOD and supervisor and convenes its meeting for open pre-submission seminar evaluation of the student.
- The Project thesis shall be adjudicated by one external examiner appointed by the Principal. The external examiner will be appointed by the Principal from the panel of experts provided by Chairman, BOS.
- If the report of the external examiner is **satisfactory**, the Head of the Department shall coordinate and make arrangement for the conduct of Project Work and Viva-Voce examination. The Project Work and Viva-Voce examination will be evaluated for 100 marks. The Project Work and Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department and the external examiner who adjudicated the Thesis. The candidate has to secure a minimum of 50% of marks in Project Work and Viva-Voce examination. The Project Work and Viva-Voce examination shall be conducted before commencement of the fourth semester end examinations.
- If the report of the examiner is **Unsatisfactory**, the candidate shall revise and resubmit the dissertation, in the time frame as prescribed by PRC. If the report of the examiner is unsatisfactory again, the thesis shall be summarily rejected. The candidates can re-register only once for conduct of project and evaluation of thesis, and will go through the entire process as mentioned above.
- If s/he fails to fulfill as specified, s/he will reappear for the Project Work and Viva-Voce examination only after three months. In the reappeared examination also, fails to fulfill, s/he will not be eligible for the award of the degree.
- The student will be allowed to appear for an open seminar followed by final Viva-Voce examination at the end of last semester only, if s/he has submitted the project work in the form of paper for presentation / publication in a conference / journal and produce the proof of acceptance of the paper from the organizers / publishers.

**The mode of evaluation of seminar and project work and the respective committees are as shown below.**

S.No	Mode	Evaluation Committee	Marks
1	Semester End Examination (Project Work followed by Viva-voce)	The Project Review Committee (PRC) comprising of External Examiner, and supervisor wherein the HOD shall be the chairman of the committee.	70
2	Continuous Internal Evaluation	Internal Supervisor, HOD and any senior faculty in the department wherein the HOD shall be the chairman of the committee.	30
<b>Total</b>			<b>100</b>

**5. Guidelines for successful completion of the project work carried out by MBA IV semester students.**

1. The Project Review Committee (PRC) consists of the supervisor, project coordinator, Head of the department, two senior professors, and any two deans from the administration. This committee is constituted at the beginning of the academic year by the head of the department and is communicated to the head of the institution.
2. The committee will be responsible for evaluating the timely progress of the project work and communicating the progress report to the students.
3. The PRC must follow the project evaluation rubrics provided by the institute during evaluations.
4. During synopsis presentation, the project can be accepted / rejected. This decision will be taken by PRC. If rejected, the students must come up with new project idea within 7 days of project being rejected.
5. A student shall submit his project work status report in the form of 3 reviews conducted by the PRC.
6. The internal evaluation shall be made on the basis of reviews and on the progress of the work evaluated by PRC.
7. A research paper must be presented / published in a conference / journal related to project work and need to be shown at the time of final internal project work presentation.
8. Four copies of the project work report certified by the supervisor and HOD shall be submitted to the examination control office, after getting plagiarism check (Similarity index should be less than 20%) and approved by Dean R&D.
9. Head of the department should submit PRC reports and panel of examiners who are eminent in that particular field to office of PMCS at least 07 days before the submission of the thesis.
10. The semester end examination shall be based on the final report submitted and a viva-voce examination by a committee comprising the head of the department, the project supervisor and an external examiner appointed by the Principal from panel of six examiners given by the HOD. The project work report is sent to the same examiner for the adjudication.
11. If the report of the examiner is favorable, viva-voce examination shall be conducted by the supervisor, HOD and external examiner who adjudicated the thesis.
12. If the report of the examiner is unfavorable, the student shall revise and resubmit the project work report, in the time frame as decided by the PRC. If the report of the examiner is unfavorable again, the project work report shall be summarily rejected. The student has to re-register for supplementary examination.

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