

MGM's College of Engg & Technology, A-9, Sector 62, Noida
Department of Mechanical Engineering
PRACTICAL INDUSTRIAL TRAINING
FOR
B.TECH (Mechanical Engineering) Students after 4th & 6th SEM.

GUIDELINES AND EVALUATION METHODOLOGY

Dear Student,

As per the guidelines of Dr.A.P.J.Abdul Kalam Technical University, Practical Industrial Training-1 & 2 (Min 4-weeks each) done after 4th & 6th Semester would be evaluated in 7th semester through Presentation, Report and Question/Answer etc. Practical training is a very important part of the curriculum meant for the students. As a part of the curriculum, students have to undergo practical Industrial training during summer vacations in Multinational/Private/Public Sector Undertakings/Government Departments and the Laboratories of the Institute. Minor Fabrication work done at college will also be considered as Industrial training for training after 4th Semester. As per the provision, students belonging to Mechanical Engineering would undergo two spells of practical training.

OBJECTIVES

The objectives of the industrial training are:

- (a) To expose students to the various aspects of industrial practices and ethics.
- (b) To appreciate the significance of theoretical knowledge gained in the college into engineering practice.
- (c) To get the knowledge of different softwares like Solid-Works , Ansys ,Catia etc organized by the college.

DURATION

The minimum duration of the training **is four (4) weeks** after the semester.(IV & VI)

Four weeks Industrial Training has been scheduled for students for the duration of 4 weeks as per the Academic Calendar provided by University. Students should sincerely work hard to draw the optimum best and also learn about the interfacing problems from Classroom to Industry. In order to succeed in this mission, following instructions and norms will be followed:-

- 1) **Joining/Confirmation letter** : Students should submit the Joining /Confirmation letter giving the details of training to be carried out by the students after confirmation from the industry through Mail/application within 5-days from the joining.
- 2) **Submission of Final Training Report** This is to be submitted within 20-days for the final year students and within 50 days for third year students after the commencement of the classes by in person to the HOD (MECH) /Coordinator.

Final Report will be of 30-50 typed pages. The format of the report along with the layout of cover page is attached. Final Report will also carry a certificate (in original) from the training manager covering the period of four weeks training.

3. **Evaluation of the Industrial training.**

This will be done as under:-

It will be the responsibility of each student to submit the Training Report as per the schedule given above. Finally two reports will be taken into consideration for 10 marks , presentation for 30 marks and 10 marks for attendance for the final evaluation.(Evaluation will be in 7th Sem)

Each student will be required to give presentation for 10-15 minutes on what He /She has done practically in the industry during the four weeks training followed by Question/Answer session of 5-10 minutes. Students will prepare their presentation on CD/Pen drive to be presented on a multimedia projector. Students who are working on the live projects will have to show snap shots of the forms developed by him/her in the training period.

Students are advised to ensure total sincerity, dedication and devotion towards the smooth and efficient conduction of the training.

MGM's College of Engg & Technology, A-9, Sector 62, Noida
Department of Mechanical Engineering
Confirmation Letter

(IV Semester students)

Dear Student

You are required to undergo four weeks industrial training from _____ to _____ . In view of the above, please give the following details.

Class:

University Roll No:

College Roll No :

Name of the organization in which training is planned:

Option 1) _____

Option 2) _____

Option 3) _____

(Mention city and address)

Arrangement for training Self / College

Students will be required to give confirmation letter within 5-days from joining the training.

.....

.....

(Signature of students)

MGM's College of Engg & Technology, A-9, Sector 62, Noida
Department of Mechanical Engineering
Confirmation Letter

(VI Semester students)

Dear Student

You are required to undergo four weeks industrial training from _____ to _____ . In view of the above, please give the following details.

Class:

University Roll No:

College Roll No :

Name of the organization in which training is planned:

Option 1) _____

Option 2) _____

Option 3) _____

(Mention city and address)

Arrangement for training Self / College

Students will be required to give confirmation letter within 5-days from joining the training.

.....

.....

(Signature of students)

Guidelines for Preparation of Report

1. Report should have at least 30 and at most 50 pages.
2. The entire pages of the report should be in A4 size strictly, with 1” top and bottom margin and 1.25” left and 1” right margin.
3. The entire report should be typed in Times New Roman with 12 pt.
4. The title and main headings of the paragraphs are to be in bold.
5. Report may be divided into the number of chapters as required, with chapter number assigned on the top left corner and chapter name immediately below it (with single line spacing) using Times New Roman 16 pt bold.
6. Each main paragraph or heading should be numbered with a whole number. (e.g1)
7. Every sub heading should be given decimal of whole number of the heading. (e.g1.1)
8. Subsidiary paragraphs to the sub heads may have decimal points of the sub heads if required. (e.g1.1.1)
9. One paragraph should only deal with a single issue and sub issues should be dealt in sub paragraphs numbered accordingly.
10. Each line should be separated by a line spacing of 1.5, and each paragraph by line spacing of 2.
11. The complete text should be justified in the report (no left or right aligning).
12. No short forms are to be used in the report besides the specified areas.
13. Numbering of each page should be done in the footer section at the bottom right corner.
14. List of Contents in the report:
15. Numbering of each figure and table should be done according to the chapter number.
 - The Cover. (Page number 7)
 - Certificate from department (Page Number 8)
 - Photo copy of the certificate (and project carried out in the company, if any)
 - Acknowledgement.
 - Abstract.
 - Table of contents.
 - List of figures and tables
 - The report.
 - Details of training/project carried out.
 - References and appendices.

The report should essentially cover following areas:

1. Introduction of the company covering following:
 - Background of the company.
 - Main activities of the company (service or goods produced along with any other social welfare activity)
 - Organization chart of the company.
2. Area of training / project carried out, with detailed explanation using the data collected during the training.
3. Methodology / Analysis.
4. Conclusion.
5. Suggestions or recommendations made by you and the status (implemented or kept on hold or rejected or under study)



**Mahatma Gandhi Mission's
College of Engineering and Technology.**
Noida, U.P., India

**Report on Practical Industrial Training
Carried out at**

Company Name with address

Company Logo.

From _____ to _____.

Academic Year 20... - ...

Submitted by:

Name: _____

Class: _____

Univ. Roll No _____

Submitted to:

Mechanical Engineering Department,
MGM's COET, Noida.

Department of Mechanical Engineering

CERTIFICATE

*This is to certify that Mr. / Ms. _____
_____ of B. Tech.
Mechanical Engineering, Class _____ Roll No. _____ has
completed / partially completed / not completed his / her
Industrial Training during the academic year _____ from
_____ to _____ at _____*

Training Coordinator

Head of the Department

ACKNOWLEDGEMENT

It gives me a great sense of pleasure to present the report of the B. Tech, industrial Training undertaken after 4th and 6th semester . We owe special debt of gratitude to Mr. Singh, Department of, Industry Name, Place for his constant support and guidance throughout the training. His/her sincerity, thoroughness and perseverance have been a constant source of inspiration for me. .

We also take the opportunity to acknowledge the contribution of Mr. M. S. Dhoni, Head, Department of, Industry Name , Place for his/her full support and assistance during the training.

We also do not like to miss the opportunity to acknowledge the contribution of all staff of the Department for their kind assistance and cooperation during the training.

Signature:

Name :

Roll No.:

Date :

ABSTRACT

Start your report with a brief abstract that describes in a few sentences where you have done your summer training, what you have done, and what you have learned. The abstract description should include the organization and department with which the student was attached to, the assigned tasks/projects/duties/responsibilities, the achievements and results, and the learning experience gained during the training period.

TABLE OF CONTENTS

	Page No.
Contents	
CERTIFICATE	ii
ACKNOWLEDGEMENTS	iii
ABSTRACT	v
LIST OF TABLES.....	.vii
LIST OF FIGURES.....	viii
LIST OF SYMBOLSix
LIST OF ABBREVIATIONS	x
CHAPTER 1 (INTRODUCTION, BACKGROUND OF THE PROBLEM, STATEMENT OF PROBLEM etc.).....	1
1.1.	5
1.2.	8
CHAPTER 2 (OTHER MAIN HEADING)	13
3.1.	15
3.2.	17
3.2.1.	19
3.2.2.	20
3.2.2.1.	21
3.2.2.2.	22
3.3.	23
CHAPTER 3 (OTHER MAIN HEADING)	24
4.1.	36
4.2.	39
CHAPTER 4 (CONCLUSIONS)	40
REFERENCES... ..	49