

Department of Electronics and Communication Engineering

Maharaja Agrasen Institute of Technology

Guidelines for Preparation of Final Internship Report (ES-456)

The guidelines prescribed in here are intended to be followed by B.Tech (ECE) students of MAIT for preparing their preparing final **Internship Report (ES-456)**. The report should contain the following items in the sequence as prescribed:

- Cover Page
- Declaration (as per the format attached)
- Certificate from the Company (as per the format attached)
- Certificate from the Institute (as per the format attached)
- Acknowledgement
 - Sections of the acknowledgement should express gratitude to the faculty supervisor(s), Company Supervisor (if any), Institute, Principal, HOD and TnP Coordinator(s).
 - Gratitude towards the mentor, peers, family members, friends, etc. may also be added if you wish to include.
- Abstract (1 page only)
- Table of Contents (Drawing of Table is strictly prohibited)
- List of Figures (Drawing of Table is strictly prohibited)
- List of Tables (Drawing of Table is strictly prohibited)
- Chapters (as per format attached)
- Bibliography
- Appendix

General Format Guidelines:

- Paper size: A4 (Single Side Printing)
- Margins: Left- 1.5", Right- 1.0", Top- 1.0", Bottom- 1.0" (Normal Setting)
- Chapters Name: Bold- 16 points, Font- Times New Roman, Left Aligned
- Main Heading: Bold- 14 points, Font- Times New Roman, Left Aligned
- Sub Headings: Italics- 12 points, Font- Times New Roman, Left Aligned
- Main Body: Normal- 12 points, Font- Times New Roman, Justified
- Line spacing: 1.5
- Footer: Normal- 10 Points, Times New Roman- Left Aligned (NAME OF THE DEPARTMENT)
Footer should not be present on Cover Page
- Page Numbers in Footer: Normal-10 Points, Times New Roman- Right Aligned, Roman Page number till Table of Contents. No Page number should be marked on the Cover page. The page numbers should be in numerals from Starting from Chapter 1.
- Figure Numbers: Normal- 10 points, Font- Times New Roman, Centre Aligned, Below the figure (Figure itself should be center aligned too). Figure must be cited if required.
- Table Numbers: Normal- 10 points, Font- Times New Roman, Centre Aligned, Above the table (Table itself should be center aligned too). Table must be cited if required.
- References: IEEE Format
- Report Binding & Page Limit: Hard Bound (Golden Engraved Print on **BLUE** Binding) with minimum 40 pages. Hard Bound Report's side must be printed with "REPORT TITLE (2021-25)"

Title of the Report

(ES-456: Internship Report)

submitted in partial fulfillment of the requirement
for the award of the degree of

**Bachelor of Technology
in
Electronics and Communication Engineering**

Submitted by

**NAME OF THE STUDENT
ENROLLMENT NO**

Under the supervision of

**NAME OF THE FACULTY SUPERVISOR
DESIGNATION**



**Maharaja Agrasen Institute of Technology
Sector-22, Rohini, Delhi-110086.**

May/June 2025

DECLARATION

This is to certify that the material embodied in this Internship Report titled “.....” being submitted in the partial fulfillment of the requirements for the award of the degree of Bachelor of Technology in Electronics and Communication Engineering is based on my original work. It is further certified that this Internship work has not been submitted in full or in part to this university or any other university for the award of any other degree or diploma. My indebtedness to other works has been duly acknowledged at the relevant places.

(Name of the Student)

Enrollment No

CERTIFICATE FROM THE COMPANY

This is to certify that **NAME OF THE STUDENT** (Enrollment No.) has undertaken internship at **NAME AND ADDRESS OF THE ORGANIZATION** from to under the supervision and guidance of **Mr./Ms _____**,
Designation.

(Name & Signature of the Authorized Signatory)

Designation

Name of the Company

Seal of the Company

CERTIFICATE FROM THE INSTITUTE

This is to certify that the work embodied in this Internship Report titled “.....” being submitted in the partial fulfillment of the requirements for the award of the degree of Bachelor of Technology in Electronics and Communication Engineering, is original and has been carried out by **NAME OF THE STUDENT** (Enrollment No.) under my supervision and guidance.

It is further certified that this Internship work has not been submitted in full or in part to this university or any other university for the award of any other degree or diploma to the best of my knowledge and belief.

(Name of the Faculty Supervisor)

Designation

(Name of the TnP Officer)

Designation

(Name of the HOD)

HOD

Name of the Institute

TABLE OF CONTENTS

Page No (in Roman)

Declaration

Certificate from the Company

Certificate from the Institute

Acknowledgement

Abstract

List of Figures

List of Tables

Page No (in numeric)

Chapter 1: Introduction of the Company

1.1: About the Company

1.2: Profile of the Company

Chapter 2: Introduction of the Internship

2.1: About the Internship

2.2: Objectives of the Internship

2.3: Roles and Responsibilities

Chapter 3: Internship Activities

3.1: Task Description

3.2: Tools / Technologies / Platform used

3.3: Technical Application

3.4: Challenges Faced

Chapter 4: Contribution to the Organization *(How the student contributed to the organization during the internship. This can include solving problems, implementing ideas, or improving existing processes.)*

Chapter 5: Learning and Development

- Describe the skills and knowledge gained during the internship, such as technical skills, teamwork, communication, problem-solving, etc.
- Any certifications or additional training received during the internship period.

Chapter 6: Summary and Conclusion

Chapter 8: Suggestions for the Improvement

Bibliography

Appendix *(if required)*

LIST OF FIGURES

Figure	Figure Title	Page
No.		No.

LIST OF TABLES

Table	Table Title	Page
No.		No.

CHAPTER 1: _____
