

Part- II: Guideline for BE Semester VIII Students (2014-15)

Student-friendly **Online Final Year Project Platform**: <http://projects.gtu.ac.in/>

REQUIRED: Every student must upload the **PERIODIC PROGRESS REPORT (PPR)** at interval of **14 days**, with respect to the progress he/ she has made in his/ her project work. (10.03.2015 to 04.05.2015). The first PPR must be uploaded by every student between 10th March and 23rd March 2015. *Please see pages 2-4 for PPR.*

It is high time that, for your project work, you start working on the hands-on-exercise on the **BUSINESS MODEL CANVAS (BMC)** exercise and its *report*. *Please see pages 5-6 for BMC.*

*Please see pages 7-8 if you have any difficulty in using the **Online Final Year Project Platform**.*

Please also refer to the first part of the project guidelines for BE semester VIII, published in February 2015. These are available at: <http://gtu.ac.in/circulars/15feb/09022015.pdf>

Dear Students/Faculty/HOD/Principal,

GTU has developed a Project Mentoring and Working System. The objective of this system is to develop a system for helping the students to get appropriate help and mentoring and to help them work more systematically on their project. This will be used for all projects being carried out by the students in all BE colleges/institutes, affiliated with GTU.

This site will help the students to remain in active contact with their team members, their faculty guide and industry-mentors (if any). On the site, the students will be able to update their progress in the project and on which the guide & the external mentor (if any), can comment on the status, progress and problems. This will increase collaboration and co-creation while improving novelty of their work.

The online platform: <http://projects.gtu.ac.in/> is generated to cater to the different needs at every level of progress of the project.

Till today, the following tasks have been carried out by the students of BE semester VIII, using the above platform:

1. **Students Registration Activity** and approval by HOD/Principal (completed by students between 07th February to 15th February 2015)
2. **Students Team Formation** for project, and its approval by Internal Guide/HOD/Principal (completed by students between 16th February to 20th February 2015)

If any of the above two should be still pending, due to any reason, students and faculty/HOD/Principal are required to finish it at the earliest.

Periodic Progress Report (PPR)

Periodic Progress Report (PPR) task in the PMMS system, serves the following objectives:

1. Each **student** will be able to update his/her progress in the project at regular interval of time.
2. **Internal guide & the external mentor** (if any) can see the progress of students and can mentor the progress and problems via this online platform.
3. **HOD and Principal** can see the progress of students and can mentor the progress and problems via this online platform (optional).

What to do in Periodic Progress Report (PPR)?

In Periodic Progress Report (PPR) task, each individual student (Not a team, so it is an individual student activity) has to give update with respect to his contribution in the progress of project at regular time interval of **14 days**, by answering the following questions.

1. **What progress has the student made in the project related to his/ her final year IDP/UDP?**
(Give brief note about the work, the student has done in a period of 14 days, and mention the status of progress)
2. **What challenges has the student faced and how is he/ she trying to solve them?**
(Student has to list out the various challenges he/she has faced, with respect to the task)

he/ she is doing in his/her project)

3. What support does the student need?

(Mention the details related to the kind of support he/she needs against the kind of challenges he/she is facing in the progress of the project. The support may be provided by the Faculty Guide or by the external mentor (if any) or by anyone else, known to the student or his/ her team members.)

4. Which literature has the student referred for the project and what has the student learnt from it?

(List out all the literature, which the student has referred in a period of every 14 days, with respect to need of project, challenges student has faced etc.)

Note: Each student has to finish **four set of PPRs**. This activity has to be finished in between **02.03.2015 to 30.04.2015**. Each student has to take photocopy of four PPRs along with the comment from guide and has to attach in his/her final project report.

The Faculty Guides and the External Mentors can encourage the students by providing appropriate comments for every PPR.

The general sets of rules related to Periodic Progress Report (PPR) task are as below:

1. Every student has to submit Periodic Progress Report (PPR) Individually (Not in Team).
2. Each student has to submit minimum four Periodic Progress Reports (PPRs).
3. Every student has to submit Periodic Progress Report (PPR) at every 14 days interval i.e. as below:

Sr. No.	Periodic Progress Report (PPR)	Time Limit
1	1 st PPR	10 th March to 23 th March
2	2 nd PPR	24 th March to 06 th April
3	3 rd PPR	07 th April to 20 th April
4	4 th PPR	21 st April to 4 th May
-	Additional PPR	4 th May Onwards

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4. If any student fails to submit any PPR within due date, he/she will not be allowed to submit that particular PPR after such due date, as it will be frozen after the due date.
5. After 30th April, students can submit any number of Additional PPR any time, this is an optional task. Such report will come with following headers: Additional PPR_XX, where in XX is the numerical value.
6. **Save and Submit button on PPR:** After filling PPR, if the student clicks on the **Save** button, student's PPR will be saved and he/she can *edit* the same in future (but within due date only). If the student clicks on the **Submit** button, student's PPR will be *submitted* and he/she will not be able to edit the same in future. So please be careful while submitting the PPRs.
7. If any student wants to furnish any other details apart from answering the above four questions as part of their PPR, he/she can give details via uploading the specific file.
8. Once student submits PPR, his/her respective guide (Internal AND/OR External) can comment on it.
9. If any HOD/Principal is also interested to make comments on any PPR, they are also permitted to do so (optional).
10. At the end, students have to take photocopy of submitted PPRs (having comments from their respective guides – internal as well as external) and have to attach it with the final project report.

Hands on exercise on Business Model Canvas (BMC) Exercise

All student teams have to develop and prepare a BMC with respect to their project. They also need to upload the prepared report on BMC at the project site. Students will be intimated when the facility to upload the BMC canvas & report will be made live.

Detailed circular/guideline related to all canvas including BMC is already available at:

http://files.gtu.ac.in/circulars/14SEP/09092014_04.pdf

Objectives of BMC:

The Business Model Canvas is used to validate the market significance of products and services, taken up for the project in this case. Technology projects are often solutions or processes that solve a technical problem. However the implementation for the market of such solutions also requires that the problem solution is designed

- not only to overcome not just the technical barriers
- but also to market-and-business related barriers of costs, customer-reach and collaborations.

Thus a business model canvas can be used to visualise market problems and customer expectations. This exercise will increase the market potential and penetration of technology goods and services. This will make them more effective in market.

This exercise will bring discussions on viability and cost effectiveness into picture along with their clear impact. This exercise will enable students to have a clear understanding on the steps required to ensure that whatever solution they develop as their project should have a user who can afford it with desired needs. This exercise also helps students to understand the true value of the proposed solution.

Duration of the exercise: This exercise will take about 4 hours.

It is suggested that all the teams in every branch/ department of a College should meet and should make a presentation of their completed BMC and receive comments from other teams. This feedback will improve the quality of work of the entire class.

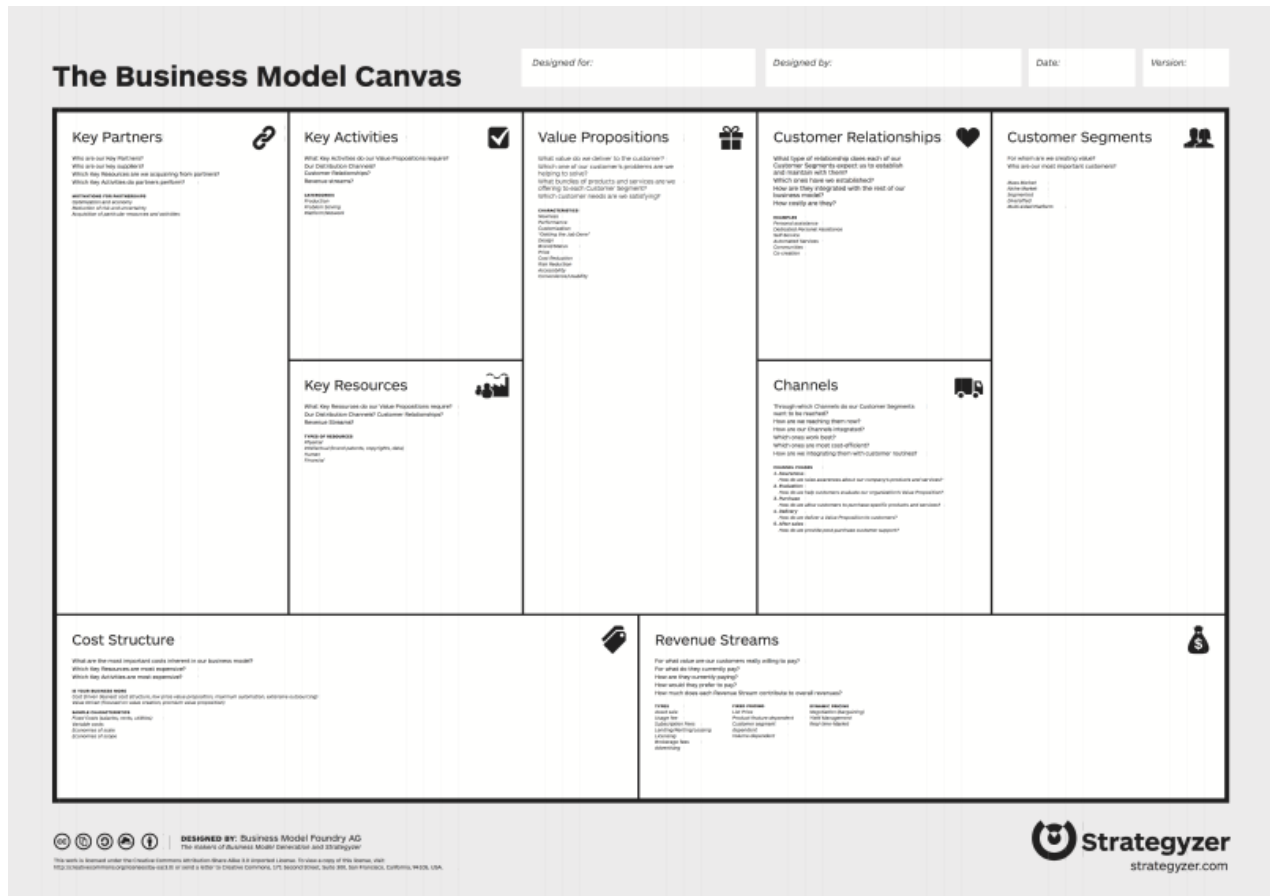
Process to conduct such hands on workshop:

The process of conducting such a workshop will be nearly the same as the ideation canvas exercise

on page 3 of the above hyperlinked circular at http://files.gtu.ac.in/circulars/14SEP/09092014_04.pdf

Other References for BMC: (i) http://en.wikipedia.org/wiki/Business_Model_Canvas
(ii) <https://www.youtube.com/watch?v=QoAOzMTLP5s>

BMC canvas for IDP/UDP exercise for BE final year students



For description about various terminologies and FAQ on BMC , please refer to page no 15-18 of the following file: http://files.gtu.ac.in/circulars/14SEP/09092014_04.pdf

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IMPORTANT NOTE: It was observed that during the first two phases of PMMS, many students, faculty, HOD and Principal had faced log in problems at <http://projects.gtu.ac.in/> . The key reason for such a problem is that the respective institute may not have submitted the latest (updated) faculty data at the GTU staff panel: <http://gtu.ac.in/admin/>

GTU requests all colleges for making their entire faculty data list up-to-date (from all departments, as per their current designation) through GTU admin panel: <http://gtu.ac.in/admin/> . Every College is required to do it. The PMMS system is based on the data, supplied by the Principal/ GTU Coordinator. If any faculty data is missing at the GTU admin panel it may lead to complexities in further stages of PMMS too.

The username and password to operate the following web platform: <http://projects.gtu.ac.in/> has been sent through email to the users as follows:

Sr. No.	User Category	Password for PMMS is sent via email, at following email address:
1	Students	Email Id provided by student in registration phase
2	Faculty	Email ID provided in GTU staff data through http://gtu.ac.in/admin/
3	External Guide	Email ID provided by student in registration phase
4	HOD	be_XXX_YY_head@gtu.edu.in where in XXX is the college code & YY is department code
5	Principal	becXXXowner@gtu.edu.in where in XXX is the college code

Those who are facing problems related to log in credentials are requested to kindly look into their mail box.

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For any further query you may contact us at:

QUERY RELATED TO	CONTACT MAIL ID
IT related issues	s4@gtu.edu.in
IPR/Patent	ipr_projectofficer@gtu.edu.in manish.rachchh@gtu.edu.in
Entrepreneurship & Design Engineering	ap_karmjitsinh@gtu.edu.in ap_gagandip@gtu.edu.in

For any query, while communicating to GTU please share your details: NAME, ENROLMENT NUMBER, TEAM ID, E-MAIL ID AND CONTACT NUMBER.

Further Guidelines will be provided as your project work moves ahead.