Ref: GTU/ACAD/Project fair_FY/2017/1522   Date: 07.03.2017

CIRCULAR

To,
Principals/Directors and HODs of degree engineering Colleges and Polytechnics:

College/Institutes Final year project fair

Suggested date: Before first week of April, 2017

Note:
(i) A College/ Institute/ Polytechnic may adjust the date according to the requirements of the industry partners (a) who are working with the College/ Institute/ Polytechnic on the IDPs and those, who are associated with the College/ Institute/ Polytechnic in its Sankul (GIDC) Committee.
(ii) If a College/ Institute/ Polytechnic has already conducted such a Fair during this semester, it need not do so again. But a detail report of the activity needs to be submitted to the university
(iii) The College/ Institute should encourage the pre-final year students to organize the final year project fair. Where major role of team will be Inviting people from industry and other prominent persons.

All the Final Year students are required to show their projects - and/ or posters relating to the project - at a Fair, to be organized by every College/ Institute/ Polytechnic.

GUIDELINES: This Fair should be open to all the students and the faculty of the college and all the neighboring industries. The Fair should be announced at least a week in advance and an open invitation may be issued by the College so that parents of the students, alumni and any other citizens may be able to visit the Fair. The invitation to the public should also be announced through the web-site of the College/ Institute/ Polytechnic.

For **all final year students,** taking part in the Fair should be considered a **necessary part of** the term-work. 25% of the marks of the Term-work may be allocated for it. The Faculty Member, who is guiding the project, jointly with another faculty member appointed by the Head of the Department for the purpose, should allocate the marks. (If a College/ Institute/ Polytechnic has already conducted such a Fair during this semester, every student group may be asked to make presentation before its class. Out of the 25% of the marks of the Term-work, the marks may be allocated jointly by the faculty guide for the project and another faculty member appointed by the Head of the Department for the purpose.)

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*Winners of : ICT Enabled University Award E-India - 2009*v *Manthan Award - 2009*
v *GESIA Award - 2011* v *Digital Learning WES - 2011 Award*

For each branch, a team of experts, having a good mix of Senior Professors from the same college, the neighboring colleges/ institutes/ polytechnics, and experts from the Industry, should be invited to judge these projects at the Fair and to choose the best three from each department.

The list of the best three projects of each department, selected by the committee, should be compiled and sent to GTU through mail immediately after the Fair is over by the college authority, along with the report /work done by the department/college for successfully organizing the Fair.

In addition to the above college/department need to make a list of projects in which the proposed solution /innovation/project is being implemented or going to be used by industry/SME/User and send this list of projects to GTU in e mail along with other documents as mentioned above.

GTU will give awards to the HOD/Principal for the best overall performance by the department/college in organizing and managing the Fair. In addition GTU, CiC3, S4 and IPR Department will

I.   help the students, who have done good projects to carry the project forward by providing design support (through cic3) and entrepreneurial support (through s4), as required by the students,

II.   help the students file a patent if they want (through GIC Patent Clinic),

III. those student solve society problem or Industry problem Appreciation Certificate will be given by industry or GTU (during GTU Innovation award),

IV.   work with the Integrated Training and Placement (I-TAP) cell of GTU to help the students obtain interview calls from good companies.

V.   provide further support to take suitable projects to next stage. (By linking through Nodal Institute support scheme under Govt. of Gujarat and other such schemes)

Colleges should mention in a separate report in this mail in case any specific project need help for patenting/IPR Protection, Prototype support , start-up support etc. so that GTU Innovation Council can extend those facilities after examination of the students is over. While mentioning such projects in the list/report kindly specify which project want what kind of support further so that we can extend best possible support to take the project to next stage.

Please note:
All colleges are required to send a report of the Fair, with feedbacks from participants (students, faculty members, industry persons and others) and mail to **ap_raj@gtu.edu.in, cic3@gtu.edu.in and s4@gtu.edu.in**

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ν GESIA Award - 2011 ν Digital Learning WES - 2011 Award

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Please mention the title of the mail as "**Final year project poster exhibition 2017 @ Name of college/ Institute/ Polytechnic**". We will appreciate these efforts at GTU website.

The best 5 colleges with most innovative approach in making this event will be appreciated by GTU during Innovation Award event.

Project Fair Report Format

Every degree engineering and polytechnic college has to add following content in project fair report.

1. Date
2. Place
3. College
4. Outline of the event
5. Expert Panel (Review Project)
6. How many teams presented in which branch
7. Feedback from industry mentors/experts
8. Feedback from final year teams
9. Feedback from faculty members
10. Photos
11. Mention which department did what
12. Feedback from 3rd year students
13. Any other thing you wish to add
14. Key insights/ benefit/learning from the event

Please send us only one report (College) including all department related to Project fair.

Detail Report of best 3 Projects from each dept.

GTU will organize project fair at state level and give award to best project and Faculty guide

Sd/-
I/c Registrar

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GUJARAT TECHNOLOGICAL UNIVERSITY
(Established Under Gujarat Act No.: 20 of 2007)
ગુજરાત ટેકનોલોજિકલ યુનિવર્સિટી
(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

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Appendix-1

Guidelines for Poster Presentation

Display Facilities

1. One panel should be available for display of each poster. To fit comfortably within the poster frame, students are instructed to make posters that should not exceed 36 inches wide x 48 inch high with 1" margin on all side.
2. The poster area should be sufficiently lit. If required spotlights may be arranged.

Preparation of Posters:

1. Prepare the poster on material that is lightweight. The material can be on one sheet so that it can be rolled up for easy transport or on separate panels for individual mounting.

2. Posters should be readable from a distance of 6 feet (2 meters). For adequate visibility, capital letters should be at least 3/8 inch (1 cm) high after enlargement to full poster size.

3. The team of students may prepare handouts about their project for distribution at the Fair.

4. The poster should be self-explanatory so that one is free to supplement and discuss particular points raised by enquiry at the fair by the visitors. Every poster should include the poster number, Group Identity Number to distinguish while evaluation, the Title of the project, name of the faculty Guide and the names of the students, who have worked on the project.

Guidelines for the Poster:

" heading, poster title, author(s) name(s), and their affiliations"

Suggested font sizes:

Title : Arial (86 pt)
Team member's name, guide name , mention if any **other contributor** : Arial (48 pt)
Figure citation : Arial (25 or higher)
Rest of the text : Arial (30 pt)

Arial font can be replaced with any other font which is readable.

Contact for any further information:
Gujarat Technological University
Community Innovation & Co-Creation Centre
Block 6, LD Hostel Campus,
Navarangpura, Ahmedabad, **(Ph : +91-7574801054, 079-23616001)**

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