MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
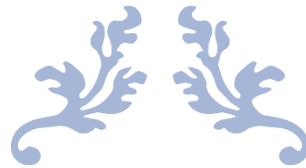## Deemed University
NAAC Accredited with A++ Grade

A
Report
of
Workshop

on
"Report writing of Minor Project"

25th October, 2024

Faculty Coordinator

Dr. Nookala Venu

Organized

by

CENTRE FOR INTERNET OF THINGS

1. Schedule

- ❖ **Date of workshop**: 08.10.2023 (Sunday)
- ❖ **Time:** From 11.00 AM onwards

2. Objective

- ❖ The objective of a workshop on "Report Writing for Minor Projects" for B.Tech. Students specializing in the Internet of Things (IoT) is to equip students with the essential skills and techniques required to effectively document their projects.

3. Salient points of workshop

- ❖ No of participants : 31
- ❖ Mode of conduction : Off-Line
- ❖ Faculty Coordinator : Dr. Nookala Venu, Asst.Proessor, C-IoT
- ❖ Student Team Members : 0901IO221041 Khushi Sikarwar
  0901IO221010 Aman Singh Gurjar

- ❖ The details of experts are as follows:

S.No.	Name of Expert	Designation	Organization
1	Dr. Nookala Venu	Asst. Proessor, C-IoT	MITS, Gwalior-474 005
2	Dr. Dhanjay Bisen	Asst. Proessor, C-IoT	MITS, Gwalior-474 005

4. Followings are the topics covered during the workshop:

- ❖ **Understanding Report Structure:**
  Teach students the standard structure of technical reports, including sections like abstract, introduction, methodology, results, and conclusions, tailored specifically for IoT projects.

- ❖ **Developing Technical Writing Skills:**
  Help students convey technical concepts, methodologies, and findings clearly and concisely, ensuring their reports are easily understandable by academic and technical audiences.

❖ **Documentation of IoT-specific Elements:**
Guide students in detailing IoT project aspects, such as sensor data analysis, network protocols, hardware integration, and software development, to make their reports comprehensive and relevant.

❖ Formatting and Referencing:
Instruct students on proper formatting styles, citation, and referencing techniques, enabling adherence to academic standards and professionalism.

❖ Presentation of Data and Visuals:
Teach students how to incorporate diagrams, flowcharts, tables, and graphs to support data-driven insights, enhancing the readability and impact of their reports.

5. Outcomes

The expected outcomes of the workshop on "Report Writing for Minor Projects" for B.Tech. Internet of Things students include:

- Enhanced Understanding of Report Structure.
- Improved Technical Writing Skills.
- Ability to Document IoT-specific Components.
- Proficiency in Research and Citation.
- Hands-on Practice with Report Drafting.
- Confidence in Presenting and Defending Work.
- Improved Readiness for Major Projects and Research Work.

Dr. Nookala Venu Asst.Professor, Centre for IoT	Dr. Praveen Bansal Coordinator, Centre for IoT

List of Annexures

- ❖ Annexure 1: Workshop Note-Sheet (Approval Document).
- ❖ Annexure 2: Workshop Conduction Pictures.
- ❖ Annexure 3: Workshop Students attendance sheet.
- ❖ Annexure 4: Participants feedback on workshop.

Annexure-1

माधव प्रौद्योगिकी एवं विज्ञान संस्थान, ग्वालियर (म.प्र.), भारत
MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR (M.P.),
INDIA
Deemed University
(Declared under Distinct Category by Ministry of Education, Government of India)
NAAC ACCREDITED WITH A++ GRADE

Centre for Internet of Things

Date: 23.10.2024

NOTICE

Subject: Workshop on "Report writing of Minor Project" for **B.Tech. Internet of Things (IoT) V SEM**

All the students are informed to join the workshop on Minor Project.

The schedule is as follows-
- Date   :   25/10/2024
- Time   :   02:00 PM onwards
- Venue   :   Room No- 101 (tentative)

The objectives of the event are as follows-

- Guide students on the proper structure and formatting of a project file.
- Provide hands-on practice in organizing and documenting project findings, including data, analysis, and results.
- Equip students with the skills to effectively present and explain project work in a clear and professional manner. Identify and solve real-world problems using analytical and critical thinking skills.
- Gain hands-on experience with tools, technologies, or techniques relevant to the project topic.

Dr. Nookala Venu
Project Coordinator

Dr. Dhananjay Bisen
Class Coordinator

Dr. Praveen Bansal
Coordinator, C-IoT

Copy to:
1. Third year class coordinators
2. Office file

Annexure-2

Annexure-3

Madhav Institute of Technology & Science, Gwalior
Deemed University
(Declared under Distinct Category by Ministry of Education, Government of India)
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Centre for Internet of Things

WORKSHOP ON REPORT WRITING OF MINOR PROJECT.

ATTENDANCE SHEET

Branch: IOT

Year/Semester: Vth Semester IIIrd year.

Date: 25th Oct, 24   Time: 2:00 – 4:00 pm.

S.No	Enrolment No	Name	Signature	
1.	0901802210069	Srishti Rai	Srishti	
2.	0901102210066	Shivani Shauma	Shivani Shauma	
3.	0901IO2210557	Priyanka Dhakad	Priyanka	
4.	0901IO2210063	Shamli Akhare	Kaul	
5.	0901IO2210061	Aditya Pal	Adi	
6.	0901IO2210125	Chiragdeep Singh	Chirag	
7.	0901JO2210553	Prafful Marode	Prafful	
8	0901IO2210071	Tanmay Bhadauria	Tanmay	
9	0901IO2210005	Aman Kumar	Amar	
10	0901IO22107?	Bharat Singh	Bhar.	
11	0901IO2210524	Brajnandan Patidar	Braj	
12	0901IO2210572	Tejendra Agrawal	Tejen	
13	0901IO2210062	Sanskar Punyani	Sanskar Punyani	
14	0901IO2210560	Aman Singh bwiyar	Aman	
15	0901IO2210091	Khushi Sikarware	Khushi	

Nilu 5/10/24
(Dr. Nookala Venu)

Annexure-4

Feedback Response