

PRACTICLE JOB TRAINING – A PROJECT REPORT

A Project Report to be prepared and submitted on the basis of practice job training at different specialized groups – Business Houses, Banking Company, Insurance Company, Co-operative Societies, Government Departments, Private departments and Chartered Accountants, office, etc.

A project Report should be prepared according to the followings stages :

Title of Project Report/ Works -----

- [i] Introduction of Institutions/ Company where training is completed.
- [ii] Working system of Institutions/ Company where training is completed.
- [iii] Collection of sample of documentation of Institutions/ Company and affixed to project where training is completed.
- [iv] Whatever Training Works is Completed by Student. It should be noted in project.
- [v] Conclusion, Findings and suggestion of training works should be presented in project.

- Note :-
- 1] Project works have at least 30-40 pages.
 - 2] The following certificated should be enclosed with project.
 - a] Copy of Training Joining Certificate
 - b] A Copy of Training completion Certificate.
 - c] College Certificate of project works which is signed by supervisor, Head of Department and Principal of college.