

Smt. M.M.K. College of Commerce and Economics, Mumbai- 400050

F.Y.B.Com (Semester-II) F.C-II Project 2020-21

INSTRUCTIONS FOR FOUNDATION COURSE PROJECT SUBMISSION (SEM-II)
2020-21

- 1) The project has to be **Hand Written** on A4 size Ruled papers in **PDF format only**.
- 2) The project should be Minimum of 10 pages and Maximum 15 pages.
- 3) The covering page (1st Page) should include the following details:
 - a) Name of student ***with signature***
 - b) Roll number
 - c) Class
 - d) Division
 - e) Title of the project
 - f) Submitted to: (Name of Professor)
- 4) INDEX is very important and it should be presented on the 2nd Page. The last page should be of BIBLIOGRAPHY (References).
- 5) Scanned **PDF File** of the complete hand written project should be uploaded on MS teams. **Separate pages uploaded will not be accepted.**
- 6) **File name should contain Division; Roll No; Name of the Student. If it is not as per format file will not be accepted. (for Eg. A-01-Salama Khan)**
- 7) Viva will be conducted on MS Teams.
- 8) **Each page should be numbered properly before taking the photo to upload.**
- 9) Student has to prepare the project on the assigned topic only.
- 10) Photographs can be stick related to the topic. Case studies on the given topic can be included.

11) DATE OF SUBMISSION: On or before 31ST MARCH, 2021

12) Students needs to submit their project **ON MS TEAMS ASSIGNMENT SECTION** in respective classes of their teacher in-charge. (for Eg. D division student will submit in assignment section of classroom FY-FC-PP)

| DIVISION | TEACHER IN- CHARGE |
|-----------------|---------------------------|
| A | MS. POOJA SAWANT |
| B | MS. POOJA SAWANT |
| C | MS. POOJA SAWANT |
| D | MS. PRAJAKTA PARALKAR |
| E | MS. PRAJAKTA PARALKAR |
| F | MS. PRAJAKTA PARALKAR |

Mr.S.R.Dagia

Convener, Exam committee

Dr. Aashish Jani

**Vice-Principal(Academics) &
Chairperson Exam Committee**

Dr. CA. Kishore S. Peshori

(I/C) Principal

SUBJECT TEACHERS:- 1. Ms. POOJA SAWANT

2. Ms. PRAJAKTA PARALKAR