Seth AnandramJaipuria College

Instruction to Students for the B. COM. Semester II (Honours and General) 2020

Guideline and Instructions

1. **Students** of B.Com Hons /Gen of **Semester II** of all the three shifts (Morning / Day / Evening) are instructed to submit their ENVS Project Report within **November18,2020** in soft copy (PDF FORMAT) through **GOOGLE CLASS ROOM** (preferred choice). If unable, send mail of the Envs Departmental Mail: **envs@sajaipuriacollege.ac.in**

2. **Candidates are advised to follow the following GUIDELINE at the time of preparation of Project Report** :

STEP 1:

3. (a) Mention CU Roll No., CU Registration No., & COLLEGE ROLL / ID on **every page at the top.**

Page orientation: PORTRAIT, Paper size : A4,   **Page limit: 7-10 pages**

HANDWRITTEN is PREFERABLE-

  (b) Format: Pdf. and Max size 5MB
  (c) Number of Pages: 10 -12 and A4 Size Portrait
  (d) Language: English or Bengali

 (e) Topics: Any one of the following areas
1. Pollution
2. Global warming
3. Ozone layer depletion
4. Climate Change
5. Biodiversity
6. Solid waste management
7. Natural disasters

(f)Hand written or printed,
If printed /typed Follow: **Font-** TIMES NEW ROMAN - Size 12[body] Heading 14/16
  (a) Line spacing: 1.5 , Paragraph Alignment : Justified

A Google classroom will be available for submission of the Projects Report

STEP 3: **Create File Name of ENVS Project:**

                    ENVS _CU ROLL No._CU REGN. No._ Shift

STEP 4:
        Submit the soft copy (in.Pdf format) of AECC2 (ENVS) Project Report through **GOOGLE CLASSROOM** or mail to [**envs@sajaipuriacollege.ac.in**] the ENVS departments **LATEST BY 18-11-2020**