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Ref. No / VTU / EXAMPG /2022-2023/ **293A**

Date : **1 0 JUN 2022**

CIRCULAR

Sub: **Submission of M. Tech. dissertation reports and panel of examiners – reg.**

With reference to the above subject, please note the following for the **submission of M.Tech. Dissertation Reports** of Final Semester M.Tech. and submission of Panel of examiners for the evaluation of thesis:

Submission of Dissertation Report

- The students of M.Tech. IV Semester are required to submit their Dissertation Reports in the form of hard copy as well as soft copy in PDF format to the respective Heads of the Departments/ Institutions **from 4th July 2022 to 18th July 2022. No further extension will be given beyond the last date as per regulations 20OMT5.14.**

- Softcopy should be uploaded by the Head of the Department in the **study year 2022** in the portal (**www.mtechthesis.vtu.ac.in**). Hard copy of reports should be submitted by the College/Institution to the respective VTU Regional offices after the completion of Viva Voce examinations of the students.

- **Dissertation report must be uploaded as per the above mentioned portal on or before 18th July 2022 to be eligible for the award of ranks and Degree.** Submission date is the date and time of uploading the report through the above mentioned portal and the hard copies of the reports to be submitted to concerned VTU Regional offices after completion of Viva-Voce Examinations of the students. For the VTU Extension Centres with offline submission hard copies of reports to be submitted to the concerned VTU Regional office **from 4th July 2022 to 18th July 2022.**

  I. Project report shall be evaluated by the Internal and external examiners separately for 100 marks and awarded marks by the two examiners shall be averaged and scaled down to 30 SEE marks.

  II. Viva voce of project work shall be conducted jointly by Internal and external examiners for 100 marks and awarded marks by the two examiners shall be averaged and scaled down to 30 SEE marks.

  III. Total SEE marks out of 60, shall be the sum of SEE marks for evaluation of project report and viva voce components.

Note to Guides regarding the Panel of Examiners

- The proposed external examiners should be from institutions/colleges other than your own.
- In case the candidate has carried out full or part of the dissertation work outside the institution, the details of the external guide should be necessarily mentioned.
- While proposing the external examiners, nominate only those examiners who are working in the same field. Examiners may be drawn from other departments (from institutions outside your own) in case the work is of interdisciplinary nature.
- If the work is carried out in an industry, the list of proposed examiners should contain at least one examiner from the industry and he/she should have experience in the field.
- The external examiners chosen from academic institutions should be senior faculty, preferably with Ph.D.
- In case you are guiding several students, avoid suggesting the same examiner for more than three dissertation reports.
- **Guides who have forgotten their password, can reset the password using respective Principal user ID.**
- **In the case of Faculty members who have moved to a different college or left, <u>their name should be deleted or Deactivated</u> from the previous college profile, through the Principal user ID.**

Online submission of panel and uploading of dissertation reports.

- **Upload the Dissertation report on the portal _http://www.mtechthesis.vtu.ac.in_ as per prevailing practice on or before 18th July 2022.**
- **Submit the panel of examiners while uploading Dissertation Report.**
- **<u>Viva-Voce Examination must be conducted in Offline mode only.</u>**

Sd/-
REGISTRAR (EVALUATION)

To,

   The Principals of Constituent and Affiliated Engineering Colleges offering M. Tech. Programs.

Copy to: The Incharge Regional Directors of VTU Regional offices, Bengaluru, Belagavi, Kalaburgi, Mysuru for information and needful action.

10/06/2022

REGISTRAR (EVALUATION)

P.T.O

Anti-Plagiarism check has been introduced for the dissertation submitted to the University for the partial fulfillment of Award of Degree of M.Tech programme.

1. Upload the **Dissertation Reports** through the portal www.mtechthesis.vtu.ac.in on or before **18th July 2022**.

2. The detailed procedure for submission of the theses can be found in the presentation **"HOW TO SUBMIT THESES (PPT)"** in M.Tech theses tracker.

3. The thesis shall be sent for plagiarism check through the link.

4. If the report is acceptable the Anti- plagiarism committee (APC) report shall be generated, which would be verified and approved by APC (**plagiarism index <=25%**).

5. If the APC report indicates plagiarism index **>25%** for the first time the candidate has to resubmit the dissertation along with the penal fees of **Rs. 2,000/-** (Two Thousand only)

6. If the APC report indicates plagiarism index **>25%** for the second time the candidate has to resubmit the dissertation along with the penal fees of **Rs. 4,000/-** (Four Thousand only)

The following precaution may be taken before uploading the thesis.

➤ Select the **zipped file**(containing the thesis in **pdf format**)

➤ The first pdf should contains scanned **Certificate / Company Certificate/ acknowledgement /declaration / Table of contents** (Only **Report cover page need to be in a .doc or .docx format.**)

➤ The Second pdf should contains Main source of the report along with references **(do not use Header/footer in the report). Text should not be in image format.**

➤ Report size should be **less than 20MB**.

➤ Maximum number of report **pages 400**.

➤ pdf report should not be **password protected**.

➤ Certificate **should not be** in a image format.

➤ Save the pdf file by **candidate name and USN.**

➤ Many colleges are uploading other candidate thesis instead of original student. Such type of mistake is not acceptable.

➤ Mismatch with **Name and USN** are not acceptable.

➤ Submitted thesis cannot be reopened for any changes.

REMUNERATION

- For Project Report Evaluation – **Rs. 500/- Per report**.

- For Viva-Voce – **Rs. 440/- Per candidate**.

- Remuneration for Project report Evaluation and TA/DA for the M.Tech., Project Viva-Voce shall be claimed from the respective Regional Offices. Send your bill along with order copy. After verifying all related bills in respective regional office, the amount will be remitted to your account through RTGS. The original marks sheets to be sealed in a brown cover **superscripted** as M.Tech., internal/external evaluation or Viva-voce marks sheets and send to the office of the undersigned.

10/06/2022

REGISTRAR (EVALUATION)