



Visvesvaraya Technological University

(State University of Government of Karnataka Established as per the VTU Act, 1994)

"Jnana Sangama" Belagavi-590018, Karnataka, India



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Ref No / VTU/EXAM.PG / 2024-2025/ 708

Date : 14 AUG 2024

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 15th August 2024 to 31st August 2024.**
- Softcopy should be uploaded by the Head of the Department in the **new portal (<https://thesis.vtu.ac.in/>)**. Two hard copy of reports to be prepared, one copy for student, and other copy to be stored at colleges/Institution.
- Dissertation report must be uploaded as per the above mentioned portal on or before 31st August 2024 to be eligible for the award of ranks and Degree. No further extension will be given beyond the last date as per regulations 200MT5.14** Submission date is the date and time of uploading the report through the above mentioned portal **from 15th August 2024 to 31st August 2024.**

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 70 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 scaled down to 30 SEE marks.

III. Total SEE marks out of 100, 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.
- Enclosed Login Instructions.**

Online submission of panel and uploading of dissertation reports.

- Upload the Dissertation report on the portal <https://thesis.vtu.ac.in/> as per new link on or before 31st August 2024.
- Submit the panel of examiners while uploading Dissertation Report.
- Viva-Voce Examination must be conducted in Offline mode only.**

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.

REGISTRAR (EVALUATION)

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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 <https://thesis.vtu.ac.in> on or before **31st August 2024**.
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 Project report shall be sent for plagiarism check in **Drillbit plagiarism detection software** through the link as per the Notification **Ref No. VTU/BGM/Exam_Ph.D/2022-2023/65 dated 15 MAY 2023**.
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 <=10%**).
5. If the APC report indicates plagiarism index **>10%** 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 **>10%** 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.

- The first pdf should contains scanned **Certificate / Company Certificate/ acknowledgement /declaration / Table of contents (Only Report cover page need to be in a pdf 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 100MB**.
- Maximum number of report **pages 800**.
- Thesis file 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. 575/- Per report**.
- For Viva-Voce – **Rs. 500/- 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.

REGISTRAR (EVALUATION)

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[Handwritten date: 16.8.24]

Login Instructions

(<https://thesis.vtu.ac.in>)

A. College Principal :

1. The college should use Prexam Principal login credentials. (Format : CollegeCode + VTU, Ex : **VXVTU**) to login into the portal.
2. If college has **Forgot** Principal password, write a email to faculty@vtu.ac.in from principal official email address.
3. The principal need to change password during first login if **Fresh Password** is issued from the university in **Faculty Portal**. URL : <https://faculty.vtu.ac.in/>

B. College Department :

1. The college should use Prexam Department login credentials. (Format : RegionCode + CollegeCode + BranchCode, Ex : **2VXSCS**) to login into the portal.
2. If college has **Forgot** Department password, write a email to faculty@vtu.ac.in from principal official email address.
3. The department need to change password during first login if **Fresh Password** is issued from the university in **Faculty Portal**. URL : <https://faculty.vtu.ac.in/>

C. Guide :

i. College Faculty :

1. The Guide should use Faculty login credentials to login into the portal.
2. The Faculty ID should be **ACTIVE** and **Approved** by the principal of the college.
3. If guide has **Forgot** Secret Code, kindly visit **Forgot Secret Code** link in faculty portal, URL : <https://faculty.vtu.ac.in/>

ii. External / Industry Examiner :

1. **Forgot Secret Code** link will be available in Thesis Portal. URL : <https://thesis.vtu.ac.in/>

For any Support Email to :

exampg@vtu.ac.in