

## **Scheme for Fellowship to Students of Academic Institutions for carrying Out Live Consulting Projects**

### **Objective**

To provide Fellowships to students for carrying out live projects/assignments relating to consultancy by associating with consultancy firms/agencies/institutions leading towards enhancing capacity building and professional development in the field of consulting.

### **Eligibility Criteria**

- Students with atleast 80% marks in 10+2.
- Students those who are currently enrolled in B.E. / B.Tech / MBA or equivalent courses from AICTE/UGC approved institutions / colleges / universities.
- The project is to be done in individual capacity and group projects will not be considered.

### **Scope**

The live consulting projects may be from either engineering or management consulting, aiming towards helping the students in developing skills and competencies on consulting processes, design and development, innovativeness, tools, methods, diagnosis, documentation and presentation.

The project would qualify as a consulting project if it is based on some problem (from either Engineering / Management disciplines) identified by a company / organization / institution and assigned to the student for suggesting consulting solutions.

### **Amount of Fellowship**

Fellowship amount of Rs.10000/- (Rupees ten thousand) would be provided to only those students whose reports are accepted by the Centre as per the guidelines given under the Evaluation Process.

### **Format of Proposal**

Your proposal for the proposed project / assignment should be submitted to the Centre in the following format:

1. **Title of the project:**
2. **Synopsis** giving the gist of the proposed project / assignment covering the following aspects as indicated below: -
  1. Name of the client organization / company / institution
  2. Relevance to consulting
  3. Objectives of the project
  4. Scope of work
  5. Approach & Methodology including tools, processes, systems
  6. Deliverables
  7. Time Frame / Work Plan
  8. Name of the Project guide / mentor

CDC would evaluate the proposals and communicate the acceptance / rejections of the proposals.

## Submission of Project Report

Those students whose proposals are accepted will be required to carry out a live consulting project under the guidance/supervision of a mentor in a Client organization / company / institution. On completion of the project, the student should submit the Final **Hard Bound Report** to CDC, inside the back cover of which, it must include a CD (in a protective jacket) containing the softcopy of the Final Report (in DOC/PDF format only) that should reach at CDC, New Delhi within 3 months from the date of award of project. The Project Report should strictly follow the following sequence, failing which the report may be rejected:

1. Cover Page
2. Title Page (inner cover) format same as of the cover page.
3. Certificate from the mentor of Client Organization / Company / Institution on letter head
4. Bonafide Certificate from Institution/College/University on letter head
5. Abstract
6. Acknowledgement
7. Table of Contents
8. List of Figures
9. List of Tables
10. Chapters broadly covering the following sections:
  - a. Introduction (It should clearly specify the objectives of the undertaken project)
  - b. Literature Survey
  - c. Approach & Methodology (It should clearly define the strategy used to solve the identified problems / issues including tools / processes used for the same)
  - d. Results and any other subsequent discussions, if any
  - e. Conclusions and Recommendations
11. Appendices (if any)
12. References/Bibliography (in proper format)
13. Attested copy of (10+2) marksheet signed from the Head of Institution / College / University

All necessary formats required for the submission of the Project Report have been provided separately under the [Guidelines section for submission of Project Reports.](#)

## Evaluation of Project Report

- The Project Report will be evaluated on the basis of contents of the report and final viva-voce.

Evaluation criteria: -

1. Relevance to consulting
  2. Objectives of the project
  3. Scope of work
  4. Approach & Methodology including tools, processes, systems
  5. Deliverables
  6. Innovation and Analytical Content involved in the project
  7. Presentation and Content of the Written Report
  8. Oral Presentation during viva-voce
- During the viva, each student will be required to make a presentation for about 20 minutes using MS-PowerPoint. The presentation will be followed by viva-voce for about 10 minutes.
  - The dates for the viva-voce in person at CDC, New Delhi will be communicated separately, for which CDC will pay to each of the Outside Delhi students (excluding NCR) – to & fro second class train fare by the shortest route.

- Only those students whose Projects are accepted by the Evaluation Committee on the basis of their reports and final viva-voce will be considered for award of fellowship amount i.e. Rs. 10,000/- (Rupees Ten thousand only).
- CDC reserves the right to reject any or all Applications / Project reports at its discretion without assigning any reasons thereof whatsoever.

**Proposals for projects under the Fellowship Scheme may be addressed to:**

Head (Systems)

Consultancy Development Centre

Core 4B 2<sup>nd</sup> Floor, India Habitat Centre

Lodhi Road New Delhi – 110 003

Tel # 91 11 24682055, 24602601

Email: [sureshk@cdc.org.in](mailto:sureshk@cdc.org.in), [fellowship@cdc.org.in](mailto:fellowship@cdc.org.in)