University of Asia Pacific
Department of Civil Engineering
**CE431: Solid Waste Management**
Fall 2014
Instructor: Dr. Nehreen Majed


**Format for Group Project Report**
Font – Times New Roman, Paragraph spacing - 1.5


1. Cover page:   Course number, course title, semester, instructor name, projecttitle, names of the group members, IDs of the group members, fields of major of members, date of submission

2. **Abstract**: One page synopsis of the content of the whole report (300 words)


3. Body of the Report: Minimum 3000 words, maximum 5000 words, 12 font, there could be subtitles and/or headings under each of the given headings as follows:

   a) **Introduction:**Introduce the topic to deal with, what aspect of the global topic is being covered, background of the topic (define the topic and state the overall position or stage of your topic among all the functional elements of SWM), give some basic information on solid waste management in Dhaka city.

   b) **Importance**:  Relevance and importance of the topic, description, steps, global examples, local examples.

   c) **Case studies** (only on Bangladesh): Real life examples

   d) **Possible future projections and recommendations**: Future scenario as a consequence of the present situation and what can lead to betterment

   e) **Conclusion**: Summarize the overall take away messages

   f) **References**: Please provide the sources of the literature or the information that you have stated in the paper

General Instructions:

- Please do not attempt to copy from the others, rest assured it will be recognized and penalized.
- Do not try to postpone the submission; there will not be any exception. Consult your lecture schedule for the specific date of submission.
- Please pay attention to abbreviations and clarify those the first time you state those. For example: if you mention "DCC", please write "Dhaka City Corporation (DCC)" the first time you talk about it.
- Pay attention to tense and be consistent about it.
- You are encouraged to provide figures and tables inside the body of the report. Summary of information in the form of tables will be highly appreciated.