



RULES FOR POSTER PRESENTATION

Ten Simple Rules for a Good Poster Presentation

- **Rule** 1: Define the Purpose.
- **Rule** 2: Sell Your Work in Ten Seconds.
- **Rule** 3: The Title Is Important.
- Rule 4: Poster Acceptance Means Nothing.
- **Rule** 5: Many of the **Rules** for Writing a Good Paper Apply to **Posters**, Too.
- Rule 6: Good Posters Have Unique Features Not Pertinent to Papers.
- **Rule** 7: Layout and Format Are Critical.
- Rule 8: Content Is Important, but Keep It Concise.
- Rule 9: Posters Should Have Your Personality.
- **Rule** 10: The Impact of a Poster Happens Both During and After the Poster Session





STUDENT ASSOCIATION COORDINATION CELL(SACC) RULES FOR GROUP DISCUSSION

1) Keep Eye Contact while Speaking: Do not look at the evaluators only. Keep eye contact with every team member while speaking.

2) Initiate the GD: Initiating the GD is a big plus. But keep in mind – Initiate the discussion only when you understood the GD topic clearly and have some knowledge on the topic. Speaking without proper subject knowledge will leave a bad impression.

3) Allow others to Speak: Do not interrupt anyone in-between while speaking. Even if you don't agree with his/her thoughts, do not snatch their chance to speak. Instead, make some notes and clear the points when it's your turn.

4) Speak Clearly: Speak politely and clearly. Use simple and understandable words while speaking. Don't be too aggressive if you are disagreeing with someone. Express your feelings calmly and politely.

5) Make sure to Bring the Discussion on Track: If by any means the group is distracted or deviated from the topic or goal then simply take initiative to bring the discussion on the track. Make all the group members aware that you all need to come to some conclusion at the end of the discussion. So stick to the topic.

6) Positive Attitude: Be confident. Do not try to dominate anyone. Keep positive body language. Show interest in the discussion.

7) **Speak Sensibly:** Do not speak just to increase your speaking time. Don't worry even if you speak less. Your thoughts should be sensible and relevant instead of an irrelevant speech.

8) Listen Carefully to Others: Speak less and listen more! Pay attention while others are speaking. This will make coherent discussion and thereby you will get involved in the group positively. You will surely make people agree with you.

9) No need to go into many details: Some basic subject analysis would be sufficient. No need to mention the exact figures while giving any reference. You have limited time only, so be precise and convey your thoughts in a short and simple language.

10) Formal Dressing: Do not take it casually. No fancy and funny dressing. You should be comfortable while speaking in a group. Positive gesture and body language will make your work easy.





RULES FOR TECHNICAL ARTICLE WRITING

- 1: Always use present tense in writing Technical Article.
- 2: Avoid lengthy, complex paragraphs.
- **3**: Avoid use of passive voice.

4: Expand all acronyms on first use, except acronyms that every reader is expected to know.

- **5:** Avoid "etc." unless it is obvious.
- **6:** Do not refer to colors in Figures.
- 7: Keep your by-lines down to 6 lines or less.
- 8: Make sure you read your article several times and use spell-check.

9: Never write an article on a topic which you are not confident.

10: When providing data in form of numbers that include facts, always provide the source of information.



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STUDENT ASSOCIATION COORDINATION CELL(SACC) RULES FOR PROTOTYPE DEVELOPMENT

Once the decision to prototype has been made, four main guidelines must be observed when integrating prototyping into the requirements determination phase of the SDLC:

- 1. Work in manageable modules.
- 2. Build the prototype rapidly.
- 3. Modify the prototype in successive iterations.
- 4. Stress the user interface.

As you can see, the guidelines suggest ways of proceeding with the prototype that are necessarily interrelated. Each guideline is explained in the following subsections.





STUDENT ASSOCIATION COORDINATION CELL(SACC) RULES FOR ELOCUTION

- 1. Be clear, audible and loud.
- 2. Stress on the most important words the most.
- 3. Change your pitch according to requirement.

4. Be expressive: by this I mean by your *voice*, *your facial expression*, *body language*.

5. Be straight and well postured.

6. Understand the speech and if required go though the history of the incident if the speech was a historical one.

- 7. Enjoy while you are speaking.
- 8. Do not look for expressions in the audience.

9.For not getting nervous, look at the walls or the straight at the background.

- 10. Have enough clarity.
- 11. Know THE CONTENT from beforehand.



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STUDENT ASSOCIATION COORDINATION CELL(SACC)

RULES FOR MOOT COURT RULES

1. Number of teams: Maximum of 22 teams will be accommodated for the competition. Selection of the teams will be done on the first come first serve basis.

2. Team Composition: Each team shall comprise of minimum of two members and maximum of three member (one member shall be designated as researcher).

3. Dress Code: Inside the court room the participant shall follow the below mentioned dress code: Female: White Kurta, Black Salwar and Black Dupatta or White Formal Shirt and Black formal Trousers/skirt along with Black Blazer and Black tie. Male: White shirt, Black trousers, Black tie along with Black Blazer and Black shoes. Note- Disclosure of identity through uniform or in any other is strictly prohibited.

4.Rounds: a. The Moot Court Competition shall comprise of the following four rounds: i. Two Preliminary Round. ii. Quarter-final round iii. Semi-Final Round iv. Final Round.

5. Memorials: i) The memorial shall necessarily consist of the following: (a) Cover Page (b) Table of Contents (c) List of Abbreviations (d) Index of Authorities (e) Statement of Jurisdiction (f) Statement of Facts (not more than two pages) (g) Issues Raised (h) Summary of Arguments (i) Advance (j) Prayer

6. Oral Submissions: a) Each team should have two speakers who shall divide the oral submissions between them. Rebuttals are permitted. Sur- rebuttals are at the discretion of the judges. b)No speaker shall be permitted to address the court for more than 10 minutes in the preliminary round, for more than 15 minutes in the Quarter-final round as well as semi – final round and for more than 25 minutes in the final rounds. c) At the commencement of each session of the oral submissions each team shall notify time of speaker 1 and speaker 2 to the court clerks.

7. Marking Criteria: Following shall be the marking criteria and the marks allotted per Mooter.•Each mooter shall be marked out of 100. The preliminary rounds shall be before a two Judges bench. Thus, the total team marks, per Judge, will be out of 200. and the eight top scoring teams shall move forward to quarter- final round.





RULES FOR TECHNICAL JAM

- 1. Prepare a few common JAM topics before your interview this helps you to pick the topic easily.
- 2. Try to avoid long sentences.
- 3. Use only simple language don't go for complex vocabulary.
- 4. Try to avoid mother tongue influence at maximum.
- 5. Don't try to repeat the thing already presented at any cost.
- 6. Try to share something new and avoid using negative words or sentences that are not important.
- 7. Maintain Eye Contact and Perfect confident body posture.
- 8. Try to use words like However, Definitely, Certainly, wherever possible.
- 9. Avoid words like and But, In-between, etc...

10.Don't speak too loudly be clearly audible to the interviewer.

11. The conclusion should end with words like Hence, I Conclude, Overall, Therefore, In brief, etc...



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STUDENT ASSOCIATION COORDINATION CELL(SACC)

RULES FOR ONLINE QUIZ

1. The first step is to log on to http://www.onlinetestceeindia.org/onlinetest/member/login.php and sign up to get an account. If you have already attempted a test on this link before then try logging in with your email and if you forgot password hit 'forgot password' and retrieve password through your email. The email will take 10-15 mins to arrive.

- 2. While signing up, under 'Group' please select 'General'
- 3. The quiz will be of half an hour duration.
- 4. The quiz will be open all of 22nd March, from 0900 Hrs.
- 5. You can attempt the quiz only once.
- 6. There are a total 50 questions.
- 7. Each question carries one mark. No negative marking for wrong answers.
- 8. Questions are of Multiple Choice.



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STUDENT ASSOCIATION COORDINATION CELL(SACC)

Rules for General quiz

- 1. Only Registered candidates are eligible to participate in the competition.
- 2. A team shall consist of two persons.
- 3. Maximum of two teams shall be allowed from each College.
- 4. The entries shall be registered based on the first come, first served basis.

5. The participants shall not be allowed to use mobile or other electronic instruments.

6. The questions shall be in the form of multiple choice, True / False statement, Specificanswer question, Audio-visual etc.

- 7. Audience shall not give any hints or clues to the competitors.
- 8. Replacement of any participant of a team is not allowed after registration.
- 9. The decision of the quiz-master will be final and will not be subjected to any change.

10.All rounds shall consist of questions related to General knowledge, General Awareness and Entertainment.



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STUDENT ASSOCIATION COORDINATION CELL(SACC)

Rules for Technical Quiz

ROUND-1 (Rules for General Round)

- Every team will be asked two questions. They will be given 30 seconds to answer the question.
- If answered correctly, they will be awarded 15 marks for the correct answer.
- If unable to answer correctly, then the question will be passed to subsequent teams.
- Subsequent teams will get 15 seconds & will be awarded 5 marks for each correct answer.

ROUND-2 (Rules for Buzzer Round)

- There will be 6 questions in this round. Team pressing the buzzer first will be given chance to answer the question in 60 seconds.
- If answered correctly, Team will be awarded 15 marks & for every incorrect answer 10 marks will be deducted.

ROUND-3 (Rules for Take your Chance)

- Every team will be asked to answer a question. Three hints will be provided for every question for a total duration of 60 seconds.
- If correct answer is provided after hint 1, then 30 marks will be awarded.
- If correct answer is provided after hint 2, then 20 marks will be awarded.
- \circ If correct answer is provided after hint 3, then 10 marks will be awarded.

ROUND-4 (Rules for Audio Round)

• Each team will be asked one question and will be given 20 seconds to answer the question.

- If answered correctly, 15 marks will be awarded.
- There is no negative marking for incorrect response.
- This is a non-transferrable round.

ROUND-5 (Rules for Rapid Fire Round)

- Every team will be asked to nominate one member from their team.
- Nominated member will be asked to answer ten questions in 60 seconds.
- \circ 5 marks will be awarded for each correct answer.





Rules for Essay Writing

1. Write in complete sentences. Intentional fragments, such as "Right?" don't belong in essays.

2. Write in third person. Talk about the subject of the essay. Don't personalize with first person pronouns such as I, me, my, mine, we, us, our, ours, ourselves. Don't talk to the reader with second person pronouns such as you, your, yours, yourself, yourselves. The essay is to be objective (fair and balanced), not subjective (personalized). Rid essays of "I think," "I believe," and "In my opinion."

3. Do not abbreviate. Abbreviations are informal and serve as short-cuts, so they don't belong in essays. So, write *United States*, not *U.S.* in essays.

4. Do not use slang, such as *kids*. Use official, or formal, words, such as *children*.

5. Do not use contractions. Again, essays are very formal, so write "do not" rather than "don't."

6. Do not use figures of speech. Be direct and precise in essay writing. Essays do not use poetic devices or idiomatic expressions. For example, don't write "He let the cat out of the bag." Instead, say "He shared a secret."

7. Do not over-use the same words or phrases. For example, avoid over-use of the <u>"to-be"</u> <u>verbs</u>: is, am, are, was, were, be, being, been.





STUDENT ASSOCIATION COORDINATION CELL(SACC) Rules for Paper Presentation

- 1. Maximum 2 participants per paper are allowed.
- 2. Team can have participants from different colleges.
- 3. The paper should be in IEEE document format.
- 4. Participants can also submit their papers on any CSE topic.
- 5. The participants are required to send a soft-copy along with abstract.

6. The front page of paper should be consisting of participants / team members names, contact no., email id, college name and title at the top of page.

7. All the participants are required to bring a hardcopy of their paper along with them on the day of event.

8. Selected participants will give 10 min. for paper presentation &2 min. for query session.

9. Video (if any) allowed but within same time.

10. Time limit should be strictly followed and extension may lead to deduction of marks.

11.Selected papers will be intimated through email.

12. Violation of any rule can result in rejection of paper.





Rules for Technical Debate

1. There are two teams, each consisting of two or three speakers.

2. Each team has two or three constructive speeches, and two to three rebuttal speeches. The affirmative gives the first constructive speech, and the rebuttals alternate: negative, affirmative, negative, affirmative. The affirmative has both the first and last speeches of the debate.

3. When worded as a proposition of policy, the topic requires the affirmative to support some specified action by some particular individual or group. The affirmative has the right to make any reasonable definition of each of the terms of the proposition. If the negative challenges the reasonableness of a definition by the affirmative, the judge must accept the definition of the team that shows better grounds for its interpretation of the term.

4. The affirmative must advocate everything required by the topic itself. No revision of position of a team is permitted during the debate.

5. He who asserts must prove. In order to establish an assertion, the team must support it with enough evidence and logic to convince an intelligent but previously uninformed person that it is more reasonable to believe the assertion than to disbelieve it. Facts must be accurate. Visual materials are permissible, and once introduced, they become available for the opponents' use if desired.

6. In the questioning period, the questioner may ask any fair, clear question that has a direct bearing on the debate. The questioner may use the period to build up any part of his own case, to tear down any part of his opposition's case, or to ascertain facts, such as the opposition's position on a certain issue, that can be used later in the debate. The questioner must confine himself to questions and not make statements, comments, or ask rhetorical questions.

7. Each speaker is questioned as soon as he concludes his constructive speech. The witness must answer the questions without consulting his colleagues.

8. No new constructive arguments may be introduced in the rebuttal period. The affirmative must, if possible, reply to the major negative arguments before the last rebuttal.

9. The judge must base his decision entirely on the material presented, without regard for other material which he may happen to possess.

10. Any gains made outside of the established procedure are disallowed.





STUDENT ASSOCIATION COORDINATION CELL(SACC) Rules for C Bugging

- 1. The contest is open to anyone with a knack for programming.
- 2. It is a team contest with each team having a maximum of two members from the

same institution.

- 3. Teams will be ranked as per the number of problems solved
- 4. Ties will be broken by the total time for each user in ascending order of time.
- 5. Total time is the sum of the time consumed for each problem solved. The
- 6. Time consumed for a solved problem is the time elapsed from the beginning of the contest to the submission of the first accepted run plus 20 penalty minutes for every previously rejected run for that problem (Wrong answer, Time limit exceeded, Runtime Error, Compilation Error). There is no time consumed for a problem that is not solved.
- 7. The contest will consist of multiple rounds, with teams progressing in Every round.
- 8. The problem statements will be available in four different languages: English.



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STUDENT ASSOCIATION COORDINATION CELL(SACC) Rules for Coding Competition

1. The contest is open to anyone with a knack for programming.

2.It is a team contest with each team having a maximum of two members from the same institution.

3. Teams will be ranked as per the number of problems solved

4. Ties will be broken by the total time for each user in ascending order of time.

5. Total time is the sum of the time consumed for each problem solved. The time consumed for a solved problem is the time elapsed from the beginning of the contest to the submission of the first accepted run plus 20 penalty minutes for every previously rejected run for that problem (Wrong answer, Time limit exceeded, Runtime Error, Compilation Error). There is no time consumed for a problem that is not solved.

6. The contest will consist of multiple rounds, with teams progressing in every round.

7. The problem statements will be available in four different languages: English, Mandarin, Russian and Vietnamese.





STUDENT ASSOCIATION COORDINATION CELL(SACC) RULES FOR DRAWING

- 1. Watch your line. Know what kind of line(s) you are using, where and why. You don't have to outline everything.
- 2. The feel of your stroke determines the overall feel / quality of the drawing. Applies to digital arts too.
- 3. Try to finish in one go, with the same feel. Repair mistakes in the early stage (as in hard pencil outlines) or leave them be (inks) don't go all over with another vibe/stroke; perfectionism and manic 'repairing' will most definitely ruin the whole picture. Instead, just draw along with it and make it look good; just like musicians play on when they miss a tone.
- 4. Once you finish the first stage on whole drawing, move onto the next one. Rinse and repeat. This is how you avoid inconsistencies.
- 5. Keep your form well defined.
- 6. Stroke gradients. Don't smudge them. Because texture.
- 7. Know when it's enough. Don't overdo it





STUDENT ASSOCIATION COORDINATION CELL(SACC) RULES FOR CIRCUIT DEBUGGING

1. Teams of three participants only can contest for this event.

2. There will be total 3 rounds.

3. Original Schematic diagram and faulty circuit will be given.

4. Team has to locate the faults successfully within time limit.

5., The teams will be promoted to the next round that has completed the task with minimum time.

6.First round will be elimination round with simple circuits from fields of electronics.

7.Difficulty level will be raised as teams moving to the final round

8. There will be time bonus in final round.

9.All the components and material required for the circuit will be provided by us.

10. Power supply and other testing devices like multimeter, CRO (if needed) and other tools will be made available in a shared hall.

11.Limited entries are accepted.

12.Last date of registration.





STUDENT ASSOCIATION COORDINATION CELL(SACC) RULES FOR WEBPAGE DESIGN

1.Keep it simple. Cramming too much into each page creates confusion. Visitors get frustrated when they have to scroll through a cluttered interface to find what they need. Keep your pages simple and your website will be easier to use.

2. Make a good impression. When you meet someone for the first time, you want to make a good first impression. The same should be true for your website. The overall look and feel of your site is the first thing your visitors will notice.

3.Provide intuitive navigation. There are few things more frustrating than not being to navigate a website. Sections and pages should be well-organized with a top-down design so visitors can easily browse through the different areas of your site.

4.Be consistent. Users shouldn't feel like they are visiting a new website each time they open a new page on your site. A consistent layout and design across the pages within your site provides a more natural experience.

5.Choose your colors carefully. Color selection can make or break a website. When choosing colors, use a limited palette of four or five colors that don't clash. Make sure the text is easy to read on the background, though you can soften the contrast with colors besides black and white.

6.Make your website responsive. People access websites from a variety of devices, including smartphones, tablets, laptops, and desktop computers. Your website must display correctly on different screen sizes. CSS media queries are a great way to implement responsive web design.

7.Develop for multiple browsers. Browsers are supposed to render webpages the same way, but they don't. Test your website in multiple browsers to make sure everything appears correctly. It is best to catch problems ahead of time instead of relying on complaints from your visitors.

8.Check your website for errors. A small error can tarnish a great piece of work. If you're a webmaster, check your websites regularly for typos, broken links, and images that do not load correctly. Validate your HTML and CSS to make sure there are no syntax errors.

9.Write your own code. Whether it's HTML or PHP, nothing beats writing your code from scratch. If you build your site from templates and pre-written scripts, your design freedom will be limited. When you code your own pages, you have full control over how they look and act.

10.Don't forget the content. A beautiful website is an empty shell without content. An excellent website has both great design and great content. Make sure your pages have unique, original content that makes them worth visiting.





STUDENT ASSOCIATION COORDINATION CELL(SACC) RULES FOR HOURS OF CODE

- Join the movement and introduce your students to computer science with these steps. .
- An **Hour of Code** can also be hosted remotely!
- Think about your technology needs computers are optional!
- Pick a day and time.
- Tell your School and Community.
- Let Volunteers Know by Registering Your Event.