

Approved Project Title

By

Student 1 Name (Number)

Student 2 Name (Number)

Student 3 Name (Number)

Supervised by

Supervisor Name

Department of Industrial Engineering

Hashemite University

2016-2017

Acknowledgment

Summary

Table of Content

List of Tables

List of Figures

Abbreviations list

# Introduction

## General Guidelines

Max number of pages is 70 excluding the appendixes, pre-examination report draft (3 copies) must soft bound by a spiral with the front and back covered with a transparency. The department requires two final copies, which are hard bound. On the edge write: industrial Eng. Dept. Project title. Year (i.e., 2017/2018). [1]

Use A4 size (210 × 297 mm) plain white paper in your report. Only one side of the paper should be used. Formatting style: The text should be formatted as shown in Table 1.1.

**Table 1: Formatting Styles**

|  |  |
| --- | --- |
| Title | Font: Time New Roman, Size: 24 Bold |
| Heading 1 | Font: Time New Roman, Size: 22 |
| Heading 2 | Font: Time New Roman, Size: 20 |
| Heading 3 | Font: Time New Roman, Size: 18 |
| Heading 4 | Font: Time New Roman, Size: 14 |
| Normal Text | Font: Time New Roman, Size: 12 |
| Figure and Table Titles | Font: Time New Roman, Size: 12 Bold |

Paragraph should have 1.5 line spacing throughout the report except for indented quotations or footnotes. Leave a space between two consecutive paragraphs.



Figure 1: HU Logo

### Page Margins

The top, bottom, and right margins should be 1 inch and the left margin should 1.5. The report must have a cover page designed as seen in the first page. After cover page, include the following: Acknowledgment, Summary, Content Page, Figure List and Abbreviations List.

# Literature Review

When writing the references section, you should use APA or IEEE style (IEEE is preferred).

All pages must be numbered in one continuous sequence using “Arabic” numerals pages must be numbered. Insert numbers on the lower left corner of the page. No numbers should appear on the first page. For the contents, figures and abbreviations list use roman number (i, ii, iii, …).

The project supervisor must sign the report prior to its initial submission to the coordinator of the graduation project committee. N your report you must make every effort to correct errors and spelling mistakes.

# Methodology

# Results and Analysis

# Conclusions and Recommendations

# References

|  |  |
| --- | --- |
| [1] | A. Alsukker and O. Meanazel, "Graduation Project Template," HU, Zarqa, 2017. |