



**MAHARASHTRA STATE
BOARD OF TECHNICAL EDUCATION
(AUTONOMUS) (ISO:9001-2000)**

Govt. Poly. Bldg., 4th floor 49, Kherwadi, Bandra (East) Mumbai – 400 051.

Tel : 26472122 / 26471255 / 26478296

Fax : 91-022-26473979

email : secretary@msbte.com

Web : www.msbte.com

No. MSBTE / D-59/CDC/PP&Qz./2009/ 4175

Date: 28 MAY 2009

WEB CIRCULAR

To,
The Principals
Institute Affiliated to MSBTE.

Sub.: Proposals invited for Organizing State Level Technical Paper Presentation and Quiz
Competition in the academic year 2009-10 for the diploma students.

Your are aware that MSBTE has been extending financial support for organizing state level technical paper presentation competition & technical quiz competition for the diploma students. Such competitions were successfully organized in the academic year 2008-09.

MSBTE intends to encourage this activity during the academic year 2009-10 and therefore it is appealed to all the institutes to give their willingness (Mention Competition & Course) to organize such competitions. The procedure to be adopted for sanctioning the competition will be as follows.

1. The proposal must be self explanatory giving all details asked in the standard format.
2. Institute willing to conduct the competition should only send its proposal on or before **30th June, 2009** in the standard format. (see Annexure-I)
3. The proposal received in stipulated time period will be reviewed by the expert committee appointed by MSBTE.
4. Financial sanctions will be strictly as per MSBTE norms and no deviations will be permitted without written sanction of MSBTE.
5. Only Technical Paper Presentation Competition & Technical Quiz Competition program will be accepted.
6. Budgetary provisions will be made to respective Regional Offices.
7. No sponsor's without prior permission of MSBTE.
8. The tentative schedule of the competitions will be informed earlier.
9. No registration fee for participants.
10. Competition should be arranged for only one day.
11. The events should be conducted in coordination with the respective Regional Board of Technical Education office.
12. At the time of competition, observer will be appointed by MSBTE/RBTE.
13. Once the venue & schedule is fixed then there should not be any program before & after one week in the host institute.
14. For the organization of successful competition please follow the general guidelines which are attached herewith.

(P.A. Naik)
Secretary

M.S. Board of Technical Education
Mumbai-400 051.

Copy to

1. Hon. Director, Directorate of Technical Education, Mumbai-400 001 for information.
2. Hon. Director, MSBTE, Mumbai.
3. Dy. Secretary, MSBTE, Regional Office, Pune/Nagpur/ Aurangabad
4. Officer I/C, Mumbai Sub-Region, MSBTE, Mumbai.

FORMAT

Format for submitting proposal for Organizing State Level Technical Paper Presentation Competition & Technical Quiz Competition.

1. Name of the Organizing Institute :
2. Competition (Paper Presentation/Quiz Competition) :
3. Course Name :
4. Program Title (Only for Paper Presentation) :
 - a) Rational :
 - b) Objective :
 - c) Themes (In brief) :
5. Name of the Chief Coordinator & Coordinator with cell number & email address:
6. Availability of Infrastructure such as Seminar Hall, PA System, LCD projector, OHP, PC/Laptop, UPS, Whiteboard, etc. to conduct the competition.
7. Availability of Hostel Facility / Accommodation Facility for Participants (Boys & Girls) :
8. Proposed Dates :

Principal
Organizing Institute



MAHARASHTRA STATE BOARD OF TECHNICAL EDUCATION

(Autonomous)

(ISO:9001:2000)

Govt. Poly. Bldg., 4th floor, 49, Kherwadi, Bandra (East), Mumbai-400 051

Tel : 022-26471255 (O)/ 26477209 (P)

Fax : 022-26473980

Email : secretary@msbte.com

Web : www.msbte.com

No.MSBTE/D-59/CDC/Qz. Comp/2009/ 4177

Date: 28 MAY 2009

Guidelines for State Level Students Quiz Competition

1. All MSBTE Affiliated institute and Autonomous Polytechnics are allowed for Quiz competition.
2. The last date for entry into the competition should be 10 days prior to the event.
3. The final date of event discipline wise will be displayed on MSBTE web site, as well as institute must be intimated to all the institute by sending the postal copy of program leaflets.
4. The complete programme schedule to be planned well in advance.
5. Entries of participants to be planned in advance.
6. For quick and Winder publicity, the organizing institute can use the MSBTE web site.
7. Minimum 10 Entries (Teams) from each discipline for this Quiz Competition must be planned. Only final year student can participate in Quiz Competition.
8. There should be one term of two members from each institute with one accompanying faculty if the team is from interior of Maharashtra. Preferably the lady staff member will accompany, if there is girl student in the team.
9. Photograph of the event to be taken & one set of selected good photographs to be sent to MSBTE.
10. For obtaining good response for the entries support by MSBTE will be provided, but it should be informed to this office 10 days prior to the date of event.
11. The individual institute will form Organizing Committee for proper arrangement of program. The Members in the organizing Committee are as.
 - I) Chief Coordinator, Principal
 - II) Program coordinator, HOD/senior Faculty
 - III) Co-ordinator, lecture (01)
 - IV) Ministerial staff, Clerk/Lab. Asst. (01)
 - V) Peon (01)
12. The Quiz Question Moderation committee to be formed for finalization of Quiz rounds and Quiz question.

The Quiz committee comprises three senior faculty members of the discipline from different institutes.
13. Fifty % Question should be based on curriculum and Fifty % on Technological field related to discipline.
14. Question and Answer finally selected should be of short nature. (It must be of Single line or Minimum words).
15. Four/Five teams in each round and for each round 4 sub-rounds.
16. Question and Answer should be Interesting & Mind boggling.
17. The Quiz Master to be appointed should be preferably from Technical field. (At least from Science).
18. Use only English language for Anchoring.

19. The honorarium will be paid to the Anchor as well as to the Quiz Master. The Approval to the honorarium of these two expert should be taken in advance from respective Dy. Secretary of the region.
20. The complete mock trial must be taken for finalization of LCD display of question in the quiz competition.
21. The arrangement of these quiz competition should be in big sized hall. It should be in Auditorium or large Drawing hall.
22. Accordingly the size of Central Dias, Arrangement & positions of Quizzing team, position of LCD Screen, Should system etc. must be planned and mock trial to be made.
23. The main central Banner must depict prominently Visible MSBTE Logo and other contents as per the guidelines from MSBTE. The Banner content will be given by MSBTE/RBTE.
24. The font size, font colour of question displayed on LCD screen should properly selected. It should be clearly visible and readable to all persons in the auditorium.
25. Font size will be finalized by expert from media person if necessary.
26. As the LCD screen is always White, **there should not be colour background to be provided to the Question as well as Answer choices.**
27. The font colour of question should not be eye glaring.
28. The Question as well as Answer choices or option or displayed on the screen should be **“Still Type“ and Not Rolling Band Type.**
29. Flagging Name of institute (Answering Team) must be displayed at all the times of answering. This can be of **Rolling Band Type.**
30. Bill will be passed at actual, but it must be within stipulated limit provided as per as possible.
31. Time for reading the question and thinking or reply should be sufficient and it should be legitimately planned.
32. The jury should be as per as possible from the same city/town. Conveyance to jury at actual taxi charges will be provided.
33. Certificate of participation will be issued by organizing institute, signed by Dy. secretary of RBTE & Principal of organizing institute.
34. Certificate of prize winner will be issued by MSBTE, signed by Director MSBTE & Principal of organizing institute.

Financial Provision

A) For the event –

I) Institutional Charges provided by MSBTE/RBTE

Facility Utilization charges	Rs. 5000/-
Miscellaneous charges	Rs. 10, 000/-

II) Accommodation Charges

Accommodation arrangement for participating student will be made by the organizing institute.

The organizing institute will be paid Rs. 100/- per day per student per day

Accommodation will be provided to only Lady staff or of the parents accompanying the girl student.

III) Food Charges

The organizing institute will be paid Rs. 100/- per day per student, Lady staff/One Parent towards food arrangement.

IV) Additional fund for food & accommodation will be provided for student/ staff reporting on the day prior to the event.

V) Traveling charges

- a) Traveling expenses limited to S.T. bus fare (Excluding ASHIAD OR LUXURY Buses) or Railway IInd class sleeper fare will be paid to the student, Lady staff, parent accompanying the student.
- b) Local conveyance of Rs. 50/- will be paid per student, Lady staff, parent accompanying the student.

B) For Prizes –

I) Prizes

The Prize money will be Provided by MSBTE

First prize -	Rs. 7500/-
Second Prize -	Rs. 5000/-
Consolation Prize-	Rs. 2500/-

C) For Honorariums -

- a) Quiz Question Moderation Committee members Rs. 1500/- each. Limited to three members
- b) Jury Rs. 1000/- each limited to two members per group (Group of 8-10 teams)
- c) Organising Committee of Institute
 - i) Principal /Chief Coordinator Rs. 2000/-
 - ii) Programme Coordinator Rs. 2500/-
 - iii) Co-ordinator Rs. 1500/-
 - iv) Ministerial staff (01) Rs. 1000/-
 - v) Peon (01) Rs. 500/-

Rs. 7500/-

- d) i) Quiz Master
- ii) Anchor

The honorarium to the Quiz Master and Anchor will be decided by Principal of organizing institute and Dy secretary of concerned RBTE and will be paid by RBTE. The honorarium to the Quiz Master and Anchor varies from city to city. Expenditure should be debited to contingencies head (E- 31006).

The organizing institute will submit its report of feed back of the student and an organizing committee within 10 days of event to MSBTE.

The organizing institute should submit its budget proposal to MSBTE 15 days prior to the event and accordingly the MSBTE will allocate the fund to concerned RBTE.

The RBTE will disburse 75% of the sanction amount in advance to the organizing institute. The institute will submit the detail of expenditure to RBTE within 10 days from the event for the release of balance 25% amount.

The Joint Director of regional office of DTE and deputy Secretary of the regional office of MSBTE will be invited for Inaugural and concluding sessions.



(P.A. Naik)
Secretary

M.S. Board of Technical Education
Mumbai



**MAHARASHTRA STATE
BOARD OF TECHNICAL EDUCATION
(Autonomous) (ISO:9001:2000)**

Govt. Poly. Bldg., 4th floor 49, Kherwadi, Bandra (East) Mumbai – 400 051.

Tel : (022) 26471255 (O) / 26477209 (P)
Email : secretary@msbte.com

Fax : (022) 26473980
Web : www.msbte.com

No.MSBTE/D-50/CDC/Paper Presentation/2009/4176

Date : **28 MAY 2009**

Guidelines for State Level Students Paper Presentation Competition

- 1) Only final year students of Institutes affiliated to MSBTE & Autonomous Polytechnics will be allowed to participate in the event.
- 2) The final date of events discipline wise will be displayed on MSBTE web site, as well as Student's Notice Board of all Institutes. The information about this event in each organizing institute must be intimated to all the institutes by sending the postal copy of program leaflets.
- 3) For quick & wider publicity, the organizing institutes can use the MSBTE Web Site.
- 4) Photograph of the event to be taken & one set of selected Good Photographs & CD of Video Film to be sent to MSBTE.
- 5) The maximum number of authors will be Two.
- 6) Paper presentation competition will be arranged only for one day.
- 7) The themes for the competitions should be broad based.
- 8) Only one entry from each institute will be accepted. Under extra ordinary circumstances two entries may be accepted.
- 9) Maximum number of entries will be limited to 40.
- 10) The last date for entry into the competition should be 10 days prior to the event.
- 11) The scrutiny committee comprising of Principal of Organizing Institute, Three Senior Faculty members of the discipline from different institutes & one MSBTE representative will scrutinize the entries and from number of groups if required for convenient arrangement of the event.
- 12) A panel of Two Juries will be formed to asses performance of the paper presentations from each group. One of the Jury may be preferably from industry or field.
- 13) The report of panel of Jury will be submitted to the scrutiny committee & scrutiny committee will finalize the Winners taking into considerations of following:

The Topic of Paper	05 Marks	} Total 50 marks
Contents of Paper	20 Marks	
Presentation & Delivery	15 Marks	
References (Books, Journals, Internet etc.)	10 Marks	

- 14) The invited technical paper should be in the following format
The Subject/ Topics of Paper strictly technical & related to the discipline only.

Length of Paper should be between 1800 to 2000 words (Approx. 180 to 200 Lines) in following format.

A) Paper Format:-

- Paper Size - A4, 70 GSM, White
 - Font - Times New Roman
 - Font Size -
 - a) Title of Paper - 14 Bold
 - b) Sub Title - 12 Bold with Underline
 - c) Text - 12 Normal + 12pt
 - d) Margins - Top – 0.75” , Bottom – 0.5”
Left – 1.25” , Right – 1.0” ,
Gutter – 0” , Gutter Position – Left.
 - e) Line Spacing - 1.5
- Page Numbering on Right Bottom of each page
Printing only in one column & one side of paper.

B) Content Format –

Title of Paper
Name of Author/s
Name of Institute
Abstract
Contents
Conclusion
References

15) The Student authors will deliver a seminar on their topic for maximum of 10 minutes.

16) The main central Banner must depict prominently Visible MSBTE Logo and other contents as per the guidelines from MSBTE. The Banner content will be given by MSBTE/RBTE.

Financial Provisions

A) For The Event –

I. Institutional Charges

- Facility Utilization Charges - Rs. 5000/-
- Miscellaneous Charges - Rs. 10,000/-
- Photography & Video Shooting - Rs. 5000/-

II. Accommodation Charges

- a) Accommodation arrangement for participating students will be made by the organizing institute.
- b) The organizing institute will be paid Rs. 100/- per student per day.
- c) Accommodation will be provided to Only lady Staff or one of the parents accompanying the girl student.

III. Food Charges

The organizing institute will be paid Rs. 100/- per day per student, Lady Staff/ One Parent towards food arrangement.

IV. Additional funds for food & accommodation will be provided for students / staff reporting on the day prior to the event.

V. Traveling Charges

- a) Traveling expenses limited to S.T. bus fare (Excluding ASIAD OR LUXURY BUSES) or Railway IInd class sleeper fare will be paid to the Students. Lady Staff, parent accompanying the student.

- b) Local conveyance of Rs. 50/- will be paid per Student, Lady Staff, Parent accompanying the student.

B) For Prizes –

I. Certifications -

- The Participation Certificates will be issued by organizing institutes.
- The Winners Certificate will be issued by MSBTE.

II. Prizes –

The prize money will be provided by MSBTE

First Prize	-	Rs. 7500/-
Second Prize	-	Rs. 5000/-
Consolation Prize	-	Rs. 2500/-

III. For Honorariums –

- a) Scrutiny Committee member rs. 1500/- each limited to four members.
b) Juries Rs. 1000/- each limited to two Juries per team for ten presentations.
c) Organizing Committee of Institute
- | | |
|---------------------------------|------------|
| i. Principal/ Chief Coordinator | Rs. 1000/- |
| ii. Programme Coordinator | Rs. 3000/- |
| iii. Co-ordinator | Rs. 2000/- |
| iv. Ministerial Staff | Rs. 1000/- |
| v. Peon | Rs. 500/- |

Rs. 7500/-

C) For Proceeding Book

Rs. 5000/- will be allocated for printing / Xeroxing of fifty copy of proceeding books

Fifty bound volumes of the proceeding books containing

- Cover page on Art paper of 120 GSM
- Preface by Director MSBTE
- Index
- Contents with pagination

Will be distributed to participating institute, One copy each to RBTE, joint Director of DTE Regional offices and MSBTE.

The organizing institute will submit its report alongwith the proceeding book, feed back of the students and an organizing committee within 10 days of event.

The organizing institute will send their budget proposal to MSBTE 15 days prior to the event and accordingly the MSBTE will allocate the funds to concerned RBTE.

The RBTE will disburse 75% of the sanction amount in advance to the organizing institute. The institute will submit the details of expenditure to RBTE within 10 days from the event for the release of balance 25% amount.

The Joint Director of regional office of DTE and Deputy Secretary of the regional office of MSBTE will be invited for Inaugural and Concluding session.



(P.A. Naik)
Secretary

M.S.Board of Technical Education



**MAHARASHTRA STATE
BOARD OF TECHNICAL EDUCATION
(ISO:9001:2000)**

**STATE LEVEL TECHNICAL QUIZ COMPETITION
(Course Name)
2009-2010
Conducted By
(Logo and Institute Name)**

Course Name:-Civil Engineering Group/Mechanical Engineering Group/Electrical Engineering Group/Electronics Engineering Group/ Computer Engineering Group/Chemical Engineering Group/Pharmacy



**MAHARASHTRA STATE
BOARD OF TECHNICAL EDUCATION
(ISO:9001:2000)**

**STATE LEVEL TECHNICAL PAPER
PRESENTATION COMPETITION
(Course Name)
2009-2010
Conducted By
(Logo and Institute Name)**

Course Name:-Civil Engineering Group/Mechanical Engineering Group/Electrical Engineering Group/Electronics Engineering Group/ Computer Engineering Group/Chemical Engineering Group/Pharmacy