

**School of Tourism, Hospitality and Hotel Management  
Uttarakhand Open University  
Haldwani, Uttarakhand**

**Project Report/Industrial Training Report Submission Guidelines  
Master of Hotel Management (MHM-16/MHM-17)  
Bachelor of Hotel Management (BHM-17)  
Diploma in Hospitality Administration (DHA-19/DHA-21)**

**Last Date of Submission: 15 July 2023** (For Semester programmes of Winter Session Jan. 2023 and Annual Programmes of Summer Session 2022-23)

**Last Date of Submission: 15<sup>th</sup> November 2023** (For Annual Programmes of Winter Session Jan. 2023 and Semester Programmes of Summer Session 2023-24)

**Industrial Training:** The main goal of industrial training is to give students practical information and skills that will inspire, grow, and boost their confidence. Identifying one's primary operational areas of interest is another benefit of industrial training.

The learners shall undergo two months of industrial training in a reputed Hotel or Resort or an Event Management Company or any other related hospitality sector. After completing his industrial training, the learner will write a detailed report of at least 30 pages on the industrial training covering the Introduction of the organization, details of each department and learning outcomes from the training in two copies. The study centre will collect the industrial training report along with a self-attested Xerox copy of the training certificate from the learner. The supervisor will his remarks under whose guidance the industrial training has been completed and will send the same to the university through Registered Mail or Speed Post for evaluation before the last dates given by the University. The cover page of the Industrial Training Report should contain your name, enrollment number, programme name, programme code, session, study centre name and its code. The industrial training Report must contain at least 30 pages.

**Contents:**

- Cover Page / Title Page

- Training Certificate
- Certificate by Supervisor
- Declaration by Learner
- Acknowledgement
- **Chapter: 1 Introduction:**
  - Overview of the industry/sector in which you have completed your offline training.
  - Profile of the organization
  - Competitive landscape of the industry/sector.
  - SWOT analysis of the organization
- **Chapter: 2 Task(s) Assigned and Work Plan:**
  - Main task(s) assigned to you during your online/offline training project or online certification course.
  - Time, duration, geographical area where the task is carried out
  - Mention your work plans that you followed to accomplish the assigned task(s)
- **Chapter: 3 Conceptual Discussions:**
  - In this chapter, you have to present your understanding of various concepts used in your training report.
  - A brief theoretical backdrop and literature review about the core concepts and their business implications is required to be given by referring to some standard textbooks, journals, magazines, newspapers, etc. the attempt should be made to collect updated information by reading the latest articles published in periodicals, journals etc.
  - Please note that the latest authentic data adds to the quality of the project and gives a good impression to the Viva committee as well as the organization, wherein the student is placed for summer training.
- **Chapter: 4 Skills you have learnt during your Training:**
  - In this chapter, students are required to mention their daily/weekly activities or tasks completed and their learning thereof during their online/offline training.
- **Chapter: 5 Problems, Suggestions and Conclusion**

In this chapter, the learners will mention the problems and challenges faced by them during their summer training. • Learners will give some suggestions to their juniors which they can follow to avoid problems

Or

**Project Report:** After identifying the area of your interest, you should discuss it with your counsellor and decide the aim and objectives of your decided topic. Now, prepare one copy of the 3 proposals (preferably typed) then take the approval of your counsellor in the format given in Annexure “A”. Send the soft copy of your proposal to the following email id:

Programme Coordinator: Dr Akhilesh Singh/Dr. Subhash Ramola

Email id: akhileshsingh@uou.ac.in/sramola@uou.ac.in

The approval of the Programme Coordinator will be final. After that, you can start your project work.

Project Report’s title must be chosen by the learner from the suggested list given below and after consultation with his supervisor. The learner will start his project report’s work only after it is approved by his supervisor. A counsellor appointed by the study centre will act as a supervisor. The project report must be typed and should contain a minimum of 100 pages (A4 size). It should be typed in double space, using

Times New Roman font size 12 and a one-inch margin on all sides of the paper. Before sending his project report to the University the candidate should put his signature on the acknowledgement and declaration pages and should ensure that it is certified by his supervisor or not. The study centre will send one copy of the project report to the University through registered mail or speed post for evaluation before the dates stipulated by the University. Please remember that project work should be original and in your language and you should not copy or reproduce anyone else. After receiving all the project reports, the university will check them with the help of a plagiarism checker. The Project report should contain a picture, charts, brochures etc. The cover page of the project report should contain your Name, Enrolment No. Programme Name, Programme Code, Study Centre Code, Study Centre Name, Regional Centre name and Session.

**Contents:**

- Front Page
- Acknowledgement
- Declaration (by the student)

- Certificate (by the Supervisor)
- **Chapter: 1** Introduction
- **Chapter: 2** Review of Literature
- **Chapter: 3** Research Methodology
- **Chapter: 4** Data Analysis and Interpretation
- **Chapter: 5** Conclusion and Recommendation
- Bibliography

**Submission Guidelines for Project Report and Industrial Training Report:**

- Learners will send the soft copy of their project report or Industrial training report to the Programme Coordinator's Email id: akhileshsingh@uou.ac.in or sramola@uou.ac.in
- Prepare one copy of the Project Report in hardbound and send it to the programme coordinator through the study centre or registered post/speed post at the following address:

**Programme Coordinator**  
 Department of Tourism  
 Uttarakhand Open University  
 Behind Transport Nagar Haldwani,  
 District: Nainital, Uttarakhand,  
 Pincode- 263139 Phone No.- 05946-286034  
**Email id:** akhileshsingh@uou.ac.in

- Along with hard copies of their Project Report or Summer Training Report learners will also send a Compact Disc (CD) containing the soft copy of their report or summer training report otherwise their submission will not be considered incomplete and they will not allow appearing in the Viva-Voce Examination.
- If at any point in time, it is found that the project report or summer training report is copied from any other student's project report or thesis then the learner will not be allowed to appear in the viva-voce examination.

**Suggested Topics for the Project Report:**

- The Hospitality Industry in the Face of the COVID-19 Pandemic
- E-Marketing in the Hospitality Industry: Prospects and challenges
- The Effect of COVID-19 on the Indian Hospitality Industry

- Uses of convenience food in catering industry
- Challenges and solutions to the development of Hospitality Industries: A case study of Hotel .....
- Contribution of Hospitality Industry to the national development: A case study of Hotel .....
- Management of service in the Hospitality establishment: A case study of Hotel .....
- Management of service in the Hospitality Establishment: A case study of Hotel .....
- The role of modern technology in the management of hospitality outfit
- Linkage between employee satisfaction and loyalty to the hotel industry
- The role of media and communication in Tourism Development
- Impact of Advertising on the services of Fast Food Industry
- A critical examination of the food and beverage service technologies in the hospitality
- A critical examination of safety and security concerns in Hospitality Industry
- Pandemics, Tourism and Global Change: A Rapid Assessment of COVID-19
- Tourism Recovery Strategy against COVID-19 Pandemic
- COVID-19 and Tourism Risk in India
- Role of Social Media in Promotion and Development of Tourism and Hospitality Industry.
- Role of the Internet in the Growth of the Hospitality Industry
- Employment Opportunities and Challenges in Tourism and Hospitality Sectors
- A Study on Information Technology Applications in Hospitality and Tourism
- The Value and Benefits of Fieldtrips in Tourism and Hospitality Education
- Tourism and Hospitality Industry: Emerging Trends and Issues and for the next decade
- Emerging Information and Communication enabled Technologies in Tourism and Hospitality Industry
- Adoption of Robots and Service Automation by Tourism and Hospitality Companies
- Motivations for Entrepreneurship in the Tourism and Hospitality Sector
- Challenges and Solutions to the development of the Tourism and Hospitality Industry in India

- A Study on Impacts of Automation on Tourism and Hospitality Jobs
- A Study on the Role of Virtual Reality (VR) in Transforming the Hospitality Industry
- Virtual Reality: Applications and Implications for Tourism and Hospitality Industry
- New opportunities for the Tourism Market: A Case Study of Accessible Tourism
- A Study on the Role of Mobile Applications for Accessible Tourism
- Local Community Participation in Homestay Programme Development in India
- The Emerging Importance of Homestays in the Indian Hospitality Sector
- Homestays Contribution to Community-based Eco-Tourism in the Himalayan Region of India
- Community-based tourism in the Indian State of Uttarakhand: A Case Study of Home stays and Lodges
- The Digital Future of the Tourism and Hospitality Industry
- Managing Employee Attitudes and Behaviors in the Tourism and Hospitality Industry
- Consumer Trust in Tourism and Hospitality Industry
- A Study on the role of Smartphones in Tourism and Hospitality Marketing
- Influences of Social Media on the Tourism and Hospitality Industry
- Adoption of Robots, Artificial Intelligence and Service Automation by Travel, Tourism and Hospitality Companies-A Cost-Benefit Analysis
- Tourism and Hospitality Education in India
- The Effects of ICT Application on the Tourism and Hospitality Industries in India
- New Innovations in Hospitality Education
- Recent Developments in Tourism and Hospitality Industry in India
- The Role of Hospitality Services in Promoting Tourism Industry in India
- The Hospitality Industry in the face of the COVID-19 Pandemic
- Neo-Tourism and Hospitality- Vehicle for World Peace & Sustainable Development
- Sustainable Tourism: Opportunities and Challenges
- Tourism as an Industry
- Transforming Hospitality & Tourism: Sustainable Goals & Strategies for Future
- Current & Emerging Trends in Tourism and Hospitality

- Sustaining Culture and Heritage Tourism through Community Development and Involvement
- Hospitality & Tourism Education and Training: Future, Strategies & Sustainability

**Learners can select any one topic from the above-suggested list**

**Annexure-A**

**Letter/Certificate of Approval**

**(By the Supervisor)**

I hereby certify that the proposal for the Project Report entitled (Name of the Project Report)..... by (Name of the candidate) .....has been prepared after due consultation with me. The proposal has my approval and I also agree to supervise the above-mentioned Project Report till its completion.

**(Signature of the Supervisor)**

**Name**.....  
**Designation**.....  
**Address**.....  
.....  
.....  
.....  
**Email id**.....  
**Mobile No.** .....



**Annexure-B**

.....Title of the Project Report.....

**Project Report**

**Submitted for the Award**

**of**

**Master of Hotel Management**

**or**

**Bachelor of Hotel Management**

**or**

**Diploma in Hotel Administration**

**By:**

**Student's Name:.....**

**Enrollment No.....**

**Study Centre Name and Code.....**

**Under the Supervision**

**of**

**Supervisor's Name:.....**

**Address:.....**

**(Academic Year)**

**Uttarakhand Open University  
School of Tourism, Hospitality and Hotel Management Haldwani (Nainital),  
Uttarakhand- 263139**

**Annexure-C**

**Declaration**

I hereby declare that the project work entitled (Title of the Project Report)..... submitted to the **School of Tourism, Hospitality and Hotel Management Haldwani** is a record of an original work done by me under the guidance of (Name, designation and address of the Supervisor) this project work is submitted in partial fulfillment of the requirements for the award of the degree of Master of Hotel Management/Bachelor of Hotel Management/Diploma in Hotel Administration. The results embodied in this project report have not been submitted to any other University or Institute for the award of any degree.

**Signature of the Candidate**

**Name of the Candidate**.....

**Enrollment No.**.....

**Address**.....

.....

.....

.....

**Email id:**.....

**Mobile No.** .....

**Annexure- D**

**Certificate**

This is to Certify that the Project Report entitled (Topic of the Project Report)..... submitted to the **School of Tourism, Hospitality and Hotel Management Haldwani** in partial fulfilment for the award of the degree of Master of Hotel Management/ Bachelor of Hotel Management /Diploma in Hotel Administration is a record of bona fide work carried out by **(Student's Name, Enrollment No.)** under my supervision and guidance.

All help received by him from various sources has been duly acknowledged.

No part of this report has been submitted elsewhere for the award of any other degree.

**(Signature of the Supervisor)**

**Name**.....

**Designation**.....

**Address**.....

.....

.....

**Email id**.....

**Mobile No.** .....