**Synopsis**

**<PROJECT TITLE>**

Note : SMU wants project title should be specific to organization and not generic one. In synopsis writing you need to focus on grammar, all sentence and paragraph must be in future tense only.

For Example.

Wrong: Study of Recruitment and Selection Process – A Case Study

Wrong: Project Report on Recruitment and Selection

Right: Study of Recruitment and Selection Process in Airtel, Mumbai

Right: Study of Airtel Recruitment and Selection Process

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### Introduction

Introduction of project, scope and purpose of this study

### Statement of Problem

What is current problem and issue faced by the organization?

Why this study is important for the organization?

Solution and suggestion which will benefits to the organization by this study

### Objectives of Study

**PRIMARY OBJECTIVE:**

Primary objective of the study to understand / find …...

**SECONDARY OBJECTIVES:**

* To …..
* To …..

### ****Literature Review:****

Literature review on project subject, past study

###

### ****References:****

References books and web site list

### Research Methodology

**Research design:**

**Methods of data collection:**

For this study we will use both primary and secondary data

**Data Collection**

 Primary Data :

 Secondary Data :

**Sampling:
 Type:**

 **Source:**

 **Size:**

 **Location:**

 **Period and Duration:**

**Statistical Tools**

 For this study we will use excel, chart ..

### Limitation of the study:

 In spite of my best effort, this study is not free from the following limitations:

* The time stipulated for the project.
* Relevant papers and documents were not available sufficiently
* I am also less experienced in this regard.

### ****Chapter Design:****

The following are the bird’s view of the details included in the chapters of the study

Chapter-1

This chapter deals with the brief outline of the project rendering an introduction to the topic, about the project and implications of the project.

Chapter-2

 This chapter deals with the review of literature relevant to the topic and company profile

Chapter -3

This chapter renders the methodology of the research, which includes objectives, research design, data collection, sampling, analytical tools adopted in the study and the limitations of the study.

Chapter-4

This chapter deals with the analysis of the data collected with the help of various statistical tools.

Chapter-5

 This chapter summarizes the entire process of the current research through a briefing about the various findings and suggestions.

Chapter-6

 This chapter gives the conclusion drawn by the researcher on the study