

B.Sc. (Data Science)
Discipline Specific Elective (DSE)
Semester VI

BSDB33603P: Technical Report Writing and IPR Lab

Total Marks: 100
External Marks: 70
Internal Marks: 30
Credits: 2
Pass Percentage: 40%

Assignment List of Lab Assignments – Session wise will be given to the student.

1. Adding a Table of Contents
2. Updating the Table of Contents
3. Deleting the Table of Contents
4. working with Footnotes and Endnotes
5. Inserting citations and a Bibliography
6. Adding an Index
7. Creating an Outline
8. Adding Comments
9. Tracking Changes
10. Viewing Changes, Additions, and Comments
11. Accepting and Rejecting Changes
12. Comparing Documents
13. Combining Documents
14. Mark documents as final and make them read only.
15. Password protect Microsoft Word documents.
16. Using Macros
17. Doing prior art search for Patent