

CSCI 1108

Report Writing



Report Structure (Beginning)

- Title
- Author(s) information

First Author Name	Second Author Name	Third Author Name	Fourth Author Name
B00xxxxxx	B00xxxxxx	B00xxxxxx	B00xxxxxx
CS1106 Section x	CS1106 Section x	CS1106 Section x	CS1106 Section x
Faculty of Computer Scienc	Faculty of Computer Scienc	Faculty of Computer Scienc	Faculty of Computer Scienc
e-mail address	e-mail address	e-mail address	e-mail address

- Abstract
 - A brief summary of the entire report
 - Briefly stating
 - the purpose of the project
 - what was done in the course of the project
 - what the results were
 - Should be limited to 100 words.
- Introduction (Executive Summary)
 - Introduce the topic(s) and problem(s) at hand
 - Outline what was done in greater detail than the abstract
 - Discuss the results of the project.
 - A clear picture of the problem and what the project accomplished.

Report Structure (Body)

- Here are all the details that someone would need to reproduce the work
- Answer to questions:
 - Who is the audience?
 - What is the report/project about?
 - Why it is important?
 - How does it achieve the goals?
 - What results are achieved?

Report Structure (Body)

- Background

- Sets the context for the report such as explaining what technology was used
- Describes previous work and concepts that were used in the project
- Discusses common assumptions made in the course of the project
- Typically have quite a few citations
 - Because it discusses work, ideas, and concepts that preceded your project report.
 - Be sure to properly cite all material that you reference in your report.
 - **Cite** all figures, tables and formulas in the text, and also add **caption** for

Report Structure (Body)

- Main Body (Marathon, Hurdles, Curling)
 - This section answers several questions about your program for each event.
 - What is the problem being solved?
 - How was the problem solved?
 - Why was this solution chosen?
 - Describe the event and the particular challenges that it entails.
 - Describe your solution to the problem.
 - It should describe the basic strategy of your solution and the tactics used to achieve it.
 - Justify both your strategy and your tactics (you can use state transition diagram).
 - Why did you decide on a particular strategy to solve the problem
 - why did you use the tactics your report describes
 - Your justification should also describe the strengths and weaknesses of your solution.

Report Structure (Results)

- Results

- Describes and analyzes the quality of your solutions.
- Based on the competition that will take place at the end of the module

- should describe how well your programs performed,
- why the programs performed as well or as poorly as they did
- how well your programs performed relative to other programs.
- Use of tables and graphs to present your results is strongly encouraged.

Report Structure (Ending)

- Conclusions and Future Work
 - This is a summary of the report with particular emphasis of the results of the project
 - You can also describe what else you would have liked to do with your project, how the project could be improved or extended, etc.
 - This section provides the closing bracket to the report and complements the introduction.
 - Should briefly state the purpose of the project, i.e., “We did ...”,
 - Summarize your results, with focus on how well your programs did and any major difficulties that your programs encountered.
 - Important ideas that were part of the solutions should be recapped here
 - Describes what should be done if more time to improve the programs was available.

Report Structure (Ending)

- References

- contains a complete citation listing of any other works that you referred to or used for preparing
- Citations in computer science are typically done using end-notes[4]. However, using other styles such as the APA [1], Chicago Manual of Style [3], ACM [2], etc, are all acceptable as long as they are used consistently.

- [1] American Psychological Association. Publication Manual of the American Psychological Association. American Psychological Association, Washington, DC, USA, 6th edition, 2009.
- [2] Association for Computing Machinery. <http://www.acm.org/publications/submissions>. Accessed August 17, 2012.
- [3] University of Chicago Press Sta, editor. The Chicago Manual of Style. University of Chicago Press, 15th edition, 2003.
- [4] Mary-Claire van Leunen. A Handbook for Scholars. Oxford University Press, New York, revised edition, 1992.