Title of Report

Names of Team Members

John H. Reagan High School

Advanced Computer Programming

2014 Fall Semester

**Abstract**

* 250 words or less
* Single Space
* Summary of your report

**Table of Contents**

Introduction …………………………………pg

Materials/Method/Procedure………pg

Data/Observations……………………….pg

Discussion of Results

Conclusion

Practical Application

Future Expansion

Acknowledgments

Bibliography

(Additional information if student desires)

**Introduction**

* Purpose/Problem/Objective
* Hypothesis (What were your initial thoughts about this project? What did you think the outcome was going to be? How easy or hard did you think it was going to be?)
* Indicate Variables
* Background Information
* Can be more than 1 page

**Materials and Procedures**

* List materials used
* Method/Procedure
  + List steps used or describe steps in paragraph form or outline form.
    - This includes procedures for wiring, coding, and debugging both the code and the circuit elements.
  + May use photos, drawings, diagrams, flow charts, etc.
* No. of pages depends on student’s procedure

**Data and Results**

* Observations/Results
  + What was it that finally got your project to work?
* Visuals may be charts, graphs, diagrams, photos
* Statistical Analysis may be used.
  + You could include a pie chart of how you spent your time etc.
* No. of pages depend on what students wish to include.

**Discussion of Results and Recommendations**

* Results, observations, or data are explained
* Why was this project important?
* What did you learn?
* What suggestions would you give to other students attempting this project next year?
* No. of pages depends on the depth of discussion

**Conclusion**

* Refers to the hypothesis
* State whether or not data agrees, disagrees, supports or does not support the hypothesis.

**Future Expansion**

* State question(s) pertaining to the same project for expansion of the project.
  + “What if \_\_\_\_\_ were different?”
  + “What if instead of \_\_\_\_ , \_\_\_\_\_ was done instead?”
* Questions do not have to be long.
* What are some new ideas as to how to expand or improve the project in reference to new questions?

**Bibliography**

* If you used an online reference other than the posted PowerPoint presentations please cite them here.

**General Guidelines for Writing Technical Reports**

* Technical reports should be written in passive 3rd person. EX: “The button was wired.” instead of “We wired the button.”
* If you include photos, diagrams, charts, etc. they need to be labeled (**EX:** Figure: 1) and referenced within your report. (**EX:** See Figure: 1)
* Your font size should be min: 10 max: 12
* Your report should be double spaced except where indicated and when writing information in a list form.
* If you have not finished your project you can only begin writing up to the “Materials and Procedures” page.