

CONTENTS OF THE REPORT

- **Cover page** – Project title, student name and number, School name, etc.
- **Title page** – Title of project
- **Table of Contents**
- **Introduction**
 - Background (brief introduction to the project i.e. why this piece of research. Include the statement of the problem)
 - Research question (s).
 - Objectives (the purpose of the investigation and/or what to be achieved by the end of the project.
 - Description of how the project was done (a brief description of the activities of the project)
- **Presentation and Analysis of Data.** Tables, graphs, charts, pictures and drawings.
- **Discussion of Finding.** Provide an interpretation (meaning and importance) of the findings using evidence from the analysis of data. This will provide support for the conclusion.
- **Conclusion** – Answers to your research questions

Recommendations (if any)

Sources of information

Appendix (interview questions, questionnaire samples)

Please note that a project outline should be attached to all projects.

Consult your rubric when doing your draft write up.