

Please Note: for the Capstone Project the report is your READ.me file (no additional documents have to be provided)

Project Title

****Author****

Executive summary

An executive summary (ES) or executive outline is a condensed version of a longer document. The ES should contain the main points of the report. In addition, it should include information such as the purpose of the study, the methodology used, the findings, the conclusions, and recommendations.

An executive summary should always begin with the title; then immediately follow with a concise sentence stating the purpose of the study.

Next, present a brief overview of the project and its goals. After that, summarize the significant findings of the research. Finally, provide a conclusion that summarizes the key takeaways from the study.

Rationale

Why should anyone care about this report or about your work?

Research Question

What is the question you are trying to answer in this report? Or what is the problem you are trying to solve?

Data Sources

Present here what data you will use to answer your research question

- Explain where and how your data have been sourced
- Explain any data cleansing and preparation you have done and its rational
- Briefly present the final dataset you are going to use (e.g., key variables, correlation matrix, distribution)

Methodology

Explain what methods you are using to answer the question and why.

For each method describe how you have built the model and its rational

Results

Explain the results of your methods and what is the answer to your research question.

If you have tried multiple methods, you might recommend one of these methods and explain its rational

Outline of project

- [Link to notebook 1]()
- [Link to notebook 2]()
- [Link to notebook 3]()

Contact and Further Information

Write a small conclusion and give highlight future next steps

Share your Contact Details