Report Format

- It is not necessary (desirable) to literally use the chapter headings suggested. Try to adapt them to the context of your own project.
- Avoid having overly short chapters (say less than five pages). To this end, you might want to combine chapters two and three.

Title page

See “Preparing a Final Report” document for discussion of contents of title page.

Abtract

On a separate page - again see “Preparing a Final Report” document for discussion

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Acknowledgements

Optional - You might want to acknowledge some people who have helped you along the way. This is the place.

List of Contributions

On a separate page - again see “Preparing a Final Report” document for discussion.

Table of Contents

See any (decent) book for an example. Format to avoid having one or two (or three) lines of contents spill over onto a new page.

Chapter One - Introduction

History and Motivation

A non-mathematical (and as far as possible, non-technical) introduction to the subject of your thesis. Should start at general electrical (or computer) engineering, and end with what and why your project is. For example, for project on advanced disco lighting (isn't that everybody's favourite topic?) :

- what is disco lighting?
- why it is needed?
- how it is used?
- what special features separate disco lighting from other lighting?
- current state of disco lighting.
- what is wrong with current state?
- general scope for improvement in disco lighting.
- what net gains are to be made?

Outline of Report

A paragraph for each chapter (sentence for each section) outlining what is to follow in the remainder of the report. Include descriptions of Appendices.

Chapter Two - Review of Technical Background

A chapter dedicated to setting out the underlying technical background material you'll need in discussing your project in subsequent chapters. This includes basic physics, electronics, control theory, and so on. Material will invariably be taken from an assortment of text books, with appropriate referencing. It is probably impossible to write this chapter without using other peoples work!

This chapter, together with all other chapters except the first and last, can often be made more readable by having a (brief) first section as a chapter introduction describing what the chapter contains and how it relates to either the body of work as a whole, and/or the previous chapter. A final section in each chapter summarising the key points of the current chapter, and linking to the following chapter is also useful (in motivating the reader to keep on reading!).

Chapter Three - Theory and Principles of .....

You finally get to write about what you have done! Should use and build upon the background material in the previous chapter (or it shouldn't have been there in that chapter in the first place!).

Long and tedious proofs, detailed descriptions of circuits or software, and other necessary but unreadable bits, should go in one or more appendices at the end of the thesis.

Chapter Four - Implementational Aspects of .....

How did you undertake the theoretical analysis/simulation/construction/software development? What did you build? What software did you write?

Chapter Five - Results and Outcomes of .....

What it showed and/or failed to show. Did it work as expected? Why might it have gone wrong?

Chapter Six - Conclusions and Extensions

Two sections :

- Conclusions summarises what you set out to do, how you did it, and how it worked or didn't work (and don't believe it has to work to make it a worthwhile project - you have to work, the project doesn't!). Should be about two pages, and can be "cut and pasted" from earlier chapters.
- Extensions : Look at it this way - if you inherited this project from someone else, you'd like to be given some guidelines as to what to do and what not to do, from here on. What additions, modifications could/should be tried?

References

In IEEE Transactions format.

Appendicies

The unreadable bits - detailed background material, descriptions of experiments, proofs, circuit diagrams.

Software listings are best included on a flash drive or in a Cloud for download.

One Appendix per "bit". For example, put all proofs in one appendix, all circuit diagrams in another, and so on.