

*Suggested project report structure:*

## Table of contents

1. Introduction	
a . Business background	Explain the business model and the importance of the business process
b . User requirements	Describe the user requirements and relevant observations
2. Data models	
a . Assumptions and limitations	Explain the business rules, assumptions and limitations
b . Database design	Show and explain the conceptual model in ER diagram and tables
3. System design	
a . Initial setup	Show and explain the initial setup supporting user operations
b . Data management	Show key process that may be required upon data entry arrived
c . Test results	Show and explain examples of test plan, test data, and results
4. Recommendations and conclusion	
5. References	Recommend any further development and conclude
6. Appendices	List the references in the order of authors' surname
	Show data entry form, sample screens, reports as appropriate

*Note: Explain technical design as well as business needs and practice in detail.*

### *Word count distribution*

Introduction	400 words
Data models	600 words
System design	700 words
Recommendations and conclusion	300 words
References	-
Appendices	-
Total	2,000 words

**Key to success**

The project report should have significant discussions in the following areas:

*Business operations*

- clearly describe how the selected business process be involved in the business operations
- clearly define the user requirements and business rules in relation to the selected process

*Database design*

- clearly explain the assumptions and limitations
- show the technical details of the database design that should match with the requirements and business rules

*Benefits to the business*

- with the help of test results, clearly explain the set of SQL programs by
  - describing the purpose(s) of the SQL programs
  - show the test data and test results
  - explain assumptions thereon or subsequent actions that can be carried out

*Future development*

- list the areas that have not been handled
- prioritise the future development in high priority, general, and nice to have

- End -