



COMSATS University Islamabad, Virtual Campus

HUM102 Report Writing Skills

Assignment # 1

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Assignment Task:

Read the sample given below carefully. Identify the section of the report from which the text has been taken for the understanding of a report's structure. Justify your answer by stating the structural features that you have found within this sample.

Assignment Solution:

This sample from the report is taken from the “Introduction” section of the report. If we analyze the report, we can clearly see the different components in the “Introduction” section such as:

- **The big picture / The Subject matter:**

The big picture can be called the theme or the subject matter for the topic of the report, which is “Climate Change” in this case.

- **Context:**

This refers to what context you are presenting the topic of the report. It is mentioned in this sample how Climate Change is a global problem and how important the knowledge of its causes and consequences are.

- **Problem Description:**

This sample clearly describes the problem of Climate Change on the introductory level like when it states how urgent this matter of Climate Change is and what paramount importance it has. There is also an element of scientific description for the phenomenon of Global Climate Change.

- **Defining Objectives:**

The sample outlines the objectives of the report such as when it states: “In this report, we embark on a critical exploration of the profound impacts of climate change on the world's biodiversity” (The given sample, 2nd paragraph).

- **Indicating the answer:**

While the sample does not clearly mention any form of remedy or answer for the problem, in the closing parts it does emphasize that if humans collectively act, we can help solve this crisis and build a sustainable future for generations to come.

- **Scope:**

The sample shows that the scope of the report covers a lot of information about Climate Change. Mainly its causes, consequences, how devastating it is. There is also the scientific scope which covers the excretion of greenhouse gases, burning of fuel, the destruction and disturbance of habitats and how it has a massive negative effect on the life cycle, food chains and ecosystem. It also covers how this can cause a ripple effect which can be devastating for agriculture, economy or even humans worldwide.

- **Report preview:**

The sample is a sort of preview for the readers as to what they can expect from the discussion and other detailed parts of the report. This statement from the given sample text acts as a preview of what is ahead:

“We will delve into the intricate web of interactions between climate change and biodiversity, examining the latest scientific findings, case studies, and conservation strategies that offer hope for mitigating these impacts” (The given sample, 3rd paragraph).
