The purpose of this report is to confirm that you have made substantial progress  
and know what is required to finish your project properly. A current status section  
should give a good summary of what has been done so far (at least 3-4  
paragraphs). The remaining work section should list the work needed to complete  
your project along with the time needed and milestones/deadlines you are setting  
yourself.

This is not assessed as part of your final project mark, but nevertheless must be  
completed on time and to an acceptable standard. Your supervisor should check  
the report and once they have approved it as valid, complete the associated form  
(https://forms.office.com/r/rTGz1dBdU4).

The deadline for submission of the Interim Report via upload to Moodle is:  
Noon Wednesday 18th January 2022

Aim to be clear and concise; try to limit your Interim Report to around two or  
three pages of A4. The report must include at least the information outlined  
below. Your supervisor may wish you to include further material, depending on  
the progress of your project.

• Name  
• Project title as given in your October Project Plan  
• Current project title  
• Your internal supervisor’s name  
• Your external supervisor’s name (where appropriate)  
• Progress made to date  
• Remaining work to be done before the final report deadline