Project Title

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1 Introduction (8 pt)

- What problem are you trying to solve? Motivate why this problem is important. Provide requisite background info for your problem domain and make the reader understand exactly what it is you wish to accomplish. Feel free to cite real-world statistics or examples to help explain.
- Briefly talk about related works (1 paragraph) and where they fall short in solving your problem of interest. You will discuss these related works in more detail later on.
- Provide a high-level summary of the methods you will introduce to solve your proposed problem. Talk about how your methods address the limitations of prior work. You will describe the methods in more detail later on. Simply give the reader an idea of what you did to solve the problem.
- Briefly summarize the most important results.
- At the end of the introduction, provide a few bullet points summarizing the key contributions / innovations of your project.

2 Related Work (5 pt)

- Discuss at least 3-5 prior works related to your study. Note: An extensive related works section helps show the thoroughness of your project and importance of your problem!
- **Pro-Tip:** Every time you describe a related work, make sure you contrast it with your project. i.e. don't just cite papers, cite them and explain (i) why they are relevant and (ii) why your project is different or resolves a limitation of this prior work.

3 Methods (10 pt)

In this section, provide all details of the technological contributions of your project. What this section will look like exactly will depend on the nature of your project. However, consider the bullet points below.

- What is the input/output of your system?
- If you trained a model, explain how you did this. Does your system have any interesting hyperparameters to report?
- If you are using prompting, what prompts did you use and why?
- If you built a novel dataset, describe the steps taken to create the dataset.
- If you are studying bias, outline your plan to systematically study the bias you are investigating.
- Hint: If you make a design choice that is arbitrary (e.g. a prompt or a parameter), try and ground it to prior works or at least convince the reader that you have some motivation for this design choice.
- Create a figure that succinctly describes your methods.

Above are just a few pointers. In general, it should be abundantly clear from this section how the core components of your project function.

4 Experimental Setup

4.1 Dataset (5 pt)

- What dataset did you use? Is it public/private/hand-crafted? Who made it?
- What are the statistics of this dataset? Train/Test split. Number of words/sentences per text.

- What is the source of the data? (e.g. Reddit, Wikipedia)
- How was the data annotated? Experts? Crowd-workers?
- If you haven't already, show an example or two from the dataset.
- If your methods section already has significant dataset details, use this section to fill in other minor details about your data or describe other datasets you use which you did not create.

4.2 Baselines (2.5 pt)

- What baselines did you run to compare your methods to? E.g. Llama3, GPT4o, Mixtral — zero-shot, few-shot, Chain-of-Thought prompting ...
- Describe why each baseline is good/relevant to your project.
- **Note:** If your project is centered around Bias, you may not have a traditional notion of baseline as one does with trying to improve predictive performance. You can instead (a) discuss the LLMs you will use and (b) motivate the structure of the results you plan to show using prior works. E.g. "Similar to [cite paper], we structure our results by displaying [A,B,C] to highlight model bias..."

4.3 Metrics (2.5 pt)

- What metrics will you use? (e.g. F1, Precision, Recall, Accuracy).
- Why are the chosen metrics ideal for your project?

5 Results (7 pt)

- Display all results as tables or charts/plots.
- You should also describe all the results in your charts/tables throughout this section.
  - What are the results?
  - What are the implications of these results?
  - Describe the nature of any outlying results.
- **Pro-Tip:** You can structure this section with subsections, each with a title that contains a key takeaway about your results, which you expand upon in that subsection.

6 Error Analysis (5 pt)

- Briefly describe when your model fails or limitations of your proposed approach.
- Describe these limitations through the lens of specific examples.
  - "We find that x% of errors are due to [reason]. For example, the model underperforms on samples such as [example]"
- If you are studying bias, you can use this section to describe any interesting patterns in model behavior. That is, if you don't have an obvious notion of "error", is there an interesting pattern you found independent of your main results?

7 Conclusion (2 pt)

- Concisely summarize your project motivation, methods, results, and implications in 2-3 paragraphs.

References