Report instructions  
Form and mode of address

The report language is English or Swedish. When you have chosen language, report and motivate your choice to the supervisor(s).

Make sure to use spell checking and make sure that the language is correct and easy to read so that your work is easily understood. Write briefly and factually. It is OK to use "we" or “I” here and there but watch out so there are not too many repetitions. Otherwise make sure to avoid informal language. Generally, write the report in the past tense (preteritum).  
  
The report will have a maximum of 7500 words, excluding references and appendix. The report should be possible to assess without the appendix being read in detail.  
  
A balanced number of images should be used when and where relevant. You do not need to follow a certain layout or template as long as your headings correspond with those below and the report is easy to read. Note the similarity between software usability and information and text organization! If you need additional headings, discuss with your supervisor(s).  
  
Content  
In the report you are expected to describe and motivate your design and development decisions by referring to relevant literature and results of tests. Also, please refer to other material that is relevant, which may have inspired you to some idea, or which was the basis for decision.

It should be clear that you can handle terminology, to discuss and motivate design choices and project methodology and planning based on both theory and outcome.

The headings below form a mandatory report structure, and each main heading should start at the top of a new page. You can use numbered headings if you find it easier, but only to level 3. Several headings are marked with an asterisk (\*). The asterisk should not be included in your report but indicates that these sections should contain content when you submit your Work in Progress (“delrapport”) version of the report. They might not be fully finished but write as much as possible! We will not do any structured language review, but you are expected to express yourselves correctly and scientifically. Note that the language affects the overall impression of the report and the ability for supervisors and peers to understand the content.

Content guidelines

Cover page with title\*

Title sheet must contain:  
• the name of the course  
• the name of your project  
• an image (of the design or the design in use)  
• names of contributors  
• the supervisor's name (s).

Division of work\*

On the inside of the cover page, you should make a named description of how the division of labor in the project has been – e.g., who has worked with different parts of the prototype(s) and the report. Keep a reasonable level of detail! This is a good preparation for your thesis project where you need to do this as well.

Abstract

A maximum of 250 words!  
Brief summary. It should be enough to read abstracts to get a reasonable understanding of what has been done and how.

Table of Contents\*

Table of contents, down to heading level 2.

Introduction\*

Short background, what is the basis for this project, for example an account of the project definition from the company and other relevant background.

Process\*

Needs to be divided in the sections: Planning, development, and risk analysis.

### Planning\*

Relevant accounts of the planning process, including project model with motivations for choosing that specific model, time planning and other relevant information.

### Development\*

A structured description of the process and important decisions. Use test results or theory to argue for your decisions. Divide section in some practical manner, for example in sprints. Name them in a good way (not sprint 1 2 3…). Don’t try to make a description of every single decision or feature but make an informed selection of important and interesting things to present.

### Risk analysis\*

Presentation of original risk analysis with motivations, your plan for updating said risk analysis, and an account on the revisions made during the process.

Result *– with app/web page/product name if you like*

Presentation of final prototype. Limited number (good selection) of images / screen dumps. Focus on interaction and functionalities, but also technical issues, without going too deep into details. In short, describe the projects technical set-up, where you borrowed code, frameworks etc. As far as possible, use the same way of referencing as for text. That is, try to identify an author (if there is only a pseudonym or user, it is better than nothing), a title and then link to website or repository.

Discussion

Sections on reflections about the process, methods and result of the project work. Subheadings are encouraged, these need not be checked with supervisor. And finally: to what degree does the product solve the original problem? Motivate!  
  
Advice for students next year

Present the 5 most important advice you would like to give students who study this course next year (discuss in group and rank them prior to documentation).

Conclusion

Brief conclusion: What did you accomplish? What made you succeed or not?

# References\*

Reference list in Harvard or Vancouver style. See separate document for instructions.