**FINAL REPORT OPTIONS**

For the final report project, you are being asked to create either an informative or recommendation report for a company within your field of study. You may choose from the following possible directions for this project:

1. Profile an entity within your field – company, organization, institution, agency, etc. You might consider exploring why the entity is necessary, how the entity fits into the market and/or field, how the entity works, what the entity does, who the entity is, how you might fit within that entity, etc.
2. Explain the necessity of a technical writer or writing team at an entity within your field – company, organization, institution, agency, etc. You might first emphasize the kinds, amounts, and levels of technical writing that currently take place in the entity and the benefits of either developing a technical writing department or employing a technical report writer. You can expand on the discussion by exploring cost savings, productivity increases, and potential expanded services.
3. Investigate and explain a possible project that is being conducted or completed by an entity within your field. For example, if you are involved in the IT field, you might explore a company that is creating or installing a new network system; if you are a business or marketing major, you might explain a marketing plan that a company is designing; if you are an environmental science major, you might examine a clean-up effort by a governmental agency. You could consider how your area of concentration or professional interests might fit into the project. What could you do? What position might you have within the entity? How might you approach the problem?
4. Explore a problem facing an entity within your field and consider possible options the entity might pursue to combat this obstacle. For example, if a company is facing a threat from another company, what might be the best strategy? Another option might be to consider ways a company using outdated equipment might be able to update and compete.
5. Identify an issue facing your field and explore how that issue might impact an entity within the field or the field itself. You might consider its impact on the entity’s finances, employees, viability, etc.