FINAL REPORT OUTLINE

Each of the following items can be accompanied by a brief explanation of what is expected:

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FINAL REPORT OUTLINE

Explanation of what is expected in each section:

**Chapter Page**

**Cover Page**

Indicate project title, date of report, QNRF Funding contract/project No., and name(s) of principal author(s) and their affiliations.

**Disclaimer**

The following QNRF disclaimer statement should appear at the beginning of the report:

“This Project outcomes report for the general public is displayed verbatim as submitted by the Principal Investigator(s) (PI’s) for this award. Any opinions, findings and conclusions or recommendations expressed in this report are those of the PI and do not necessarily reflect the views of the Qatar National Research Fund; QNRF has not approved or endorsed its content”.

**Acknowledgements**

Reference QNRF funding with the appropriate contract/project number (using standard QNRF acknowledgement script as used for publications), and any other relevant acknowledgements as deemed appropriate by the authors.

**Table of Contents**

Include the main and subsections with the page number where they appear in the report.

**List of Tables**

Provide a description of each table and the page number where it appears in the report. The most relevant and significant tables should be included within the main body of the report. Other supporting tables should be placed in the appendix.

**List of Figures**

Provide a description of each figure and the page number where it appears in the report. The most relevant and significant figures should be included within the main body of the report. Other supporting figures should be placed in the appendix.

**List of Acronyms**

Give a complete wording(s) for each abbreviation appearing within the report.

**Executive Summary**

This section should provide a synopsis of what the project entails and what significant results it achieved. The executive summary should not exceed 2-3 paragraphs.

1. **Introduction**

Introduce the subject of the research to the reader in such a way that it can be reasonably understood by both experts in the field as well as the novices. Include the value of the results (application) obtained.

* 1. Background of project

Define the problem that the research has addressed, and provide a statement describing the impetus for the research, including if it is a continuation of a previous project.

* 1. Objectives of this Study

Itemize the objectives of the research.

* 1. Project Tasks/Aims

Itemize the Aims/Tasks and any sub task(s) that the research have completed.

1. **Literature Review**

Provide a critical review of the previous and relevant publications to the research, ensuring all of these publications are properly cited in the bibliography section of the report.

1. **Methodology**

State the approach taken by the research Team to solve the problem(s) as described in the Introduction section. Where applicable, describe the experimental design and procedures, design of surveys, and any simulation conducted.

1. **Discussion of Results**

This section is considered as the main part of the report where the justification of the research, presentation of data, analyses, findings, problems encountered, obstacles overcome, and resolution of challenges should be detailed.

1. **Potential Beneficiaries**

. Identify who can be the beneficiary of the results of the research and explain how they have benefited, or will benefit, from the activities and findings of the project.

1. **Recommendations**

Provide an itemized listing of recommendations that this research can offer for future work on the subject. For projects which deal with application of technology, or utilization of standard techniques within the scientific, social, and humanity communities, comment on challenges regarding methodologies, analyses, best practices, lessons learned, and application of techniques.

1. **Conclusions**

Itemize brief and concise list of conclusive statements drawn from the results of the research. These must not be in paragraph form.

1. **Bibliography**

All references utilized in the research and which have been cited within the body of the report should be listed in an appropriate citation format.

1. **Nomenclatures**

This is an alphabetical list of technical terms, and symbols used in the report text and in equations where applicable.

1. **Appendices**

All supplementary and extraneous materials but yet relevant should be collected and appended at the end of the report (publications resulting from the research can be placed in an appendix). This information should be separated and placed in a different appendix if they relate to various aspects of the research.