

## Module: Structure of a Research Report - Part 1: Summary

Contents		
1	The Research Methods Section	<p>Purpose:</p> <ul style="list-style-type: none"> <li>• It tells the reader how the data for the research was gathered</li> </ul>
		<p>Items that may be included in the Research Methods section:</p> <ul style="list-style-type: none"> <li>• What research methods were used?</li> <li>• Who were surveyed?</li> <li>• How many people were surveyed?</li> <li>• The research process <ul style="list-style-type: none"> <li>- Where, when and how was the research conducted?</li> </ul> </li> <li>• Why were these research methods used?</li> <li>• How were the questionnaires returned?</li> </ul>
2	The Findings Section	<p>Purpose:</p> <ul style="list-style-type: none"> <li>• This section states what was found from the results</li> </ul>
		<p>Items that may be included in the Findings section:</p> <ul style="list-style-type: none"> <li>• Summarise the results <ul style="list-style-type: none"> <li>- e.g. in a table</li> </ul> </li> <li>• Present the results graphically <ul style="list-style-type: none"> <li>- e.g. using charts and graphs</li> </ul> </li> <li>• State the findings</li> </ul>