

Your Name

Assignment Name

Course Name

Instructor Name

Assignment/Lab Title

Introduction

State the question(s) or the topic of the assignment/lab and its importance

Discussion

Clearly state the **activities performed** in pursuing the goals, and answer the assignment/lab question(s) from the sources found in the Internet or from reading an article or watching a video.

Conclusion

Then state the **results obtained**, and **what was learned** in the process. Embed in your submission file any images or tables that are useful in conveying the information important to your report.

References

The last part of your report should be a list of all resources you used in your report under "Citation" section. Be sure to cite any intellectual property you use. Technically, stating the URL of a website or the name and author a book is enough. If you use the actual wording presented by the owner of the intellectual property, you must enclose the quote in quotation marks.