* **Cover Page**
  + Name
  + Student number
  + Word count
  + **Abstract** (50 - 200 words strict)
    - A summary of the work done including any results and findings.
* **What Was Done and How**
  + A description of the work done at a high level, including descriptions of design, implementation, testing strategies as appropriate.
  + A rationale for the approach taken and any decisions made, taking account of the wider context of contemporary topics in computing as appropriate.
  + References, quotes and examples of existing research and practice relevant to the approach taken and the artefact produced.
  + Should use diagrams, tables, images and code snippets with captions to appropriately support text.
* **Results and Evaluation**
  + A clear description of the final artefact.
  + An evaluation of how well the artefact meets the task description.
* **Conclusions**
  + A summary of the work done.
  + Suggestions for future work.
  + Personal reflection on how the project went.
  + Evaluation and reflections should include positive and negative aspects.
* **References**
  + Full references for any quotes, figures, code or other external sources used.
  + A standard and consistent format will full bibliographic data.
  + Appropriate use of in-text citations.
* **Appendices (optional)**
  + Brief appendices may be included that contain additional material such as diagrams and tables.