

Technical Writing: Conclusions

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What goes here?

This section is not called Conclusions because it is the end. It is also the last section of the main document to be written.

This section summarises all of the conclusions of your analysis and relates them to the contextual statements made in your introduction.

It is therefore possibly best written along with the Introduction in order to maintain consistency in contextual descriptions and value judgements. This also ensures that the style of how the piece of writing finishes is continuous with how it began.

What to summarise?

This section summarises all of the conclusions of your analysis. In that sense, there should be nothing new – this should be a recap of the concluding arguments from your analysis.

The important unique aspect of this section is that your results and their significance is are repeated to the reader but placed in the context as outlined in your introduction:

- State how well you have achieved the objectives or met the requirements using performance criteria and numerical values where appropriate
- State whether or not you have achieved the aim and to what degree.
- Outline what the value of your work has been in terms of the contribution to the overall field and what impact it has had or might have.

Optional additional aspects

Recommendations/Future work

Optional additional section which lays out your suggestions for future progression of the work:

- To better achieve the aims/objectives or further improve performance
- Towards new areas/applications

This is important in terms of demonstrating your understanding of both the specifics of your work and the broader implications.

Project planning/management aspects

In a technical piece of work, this could be a required section which summarises and analyses the operation of the work itself, containing comments and conclusions on how to carry out this type of project. Related to project planning and risk analysis as professional skills and demonstrates your ability to be critical of yourself.