The aim of the project interim report is twofold:

1. To provide a document that your second marker can use as a basis for discussion on your project plan and progress to date.
2. To provide a substantial body of text, primarily the project background research, that you can use in your final report.

By the time the interim report is due you should have a clearly defined project, understand well the motivation and issues to be addressed, know the background work in detail, have the main ideas for how to tackle the problem and have started the development. You should also have a plan for the remainder of the project and, importantly, how to evaluate the project.

The interim report should contain the following sections. An approximate page count is suggested for each section, but there are no hard limits either way:

1. **Introduction (1-3 pages).** It’s a good idea to *try* to write the introduction to your final report early on in the project. However, you will find it hard, as you won’t yet have a complete story and you won’t know what your main contributions are going to be. However, the exercise is useful as it will tell you what you *don’t* yet know and thus what questions your project should aim to answer. For the interim report this section should be a short, succinct, summary of the project’s main objectives. Some of this material may be re-usable in your final report, but the chances are that your final introduction will be quite different.  You are therefore advised to keep this part of the interim report short, focusing on the following questions: What is the problem, why is it interesting and what’s your main idea for solving it?  (DON'T use those three questions as subheadings however!  The answers should emerge from what you write.)
2. **Background (10- 20 pages).**  This should form the bulk of the interim report. You should consider that your objective here is to produce a near final version of the background section, as it will appear in your final report.  All of this material should be re-usable, so it is worth getting it right at this stage of the project.  The details of what to include can be found in the [Project Report guidelines](https://wiki.imperial.ac.uk/display/docteaching/Project+Report).
3. **Project Plan (1-2 pages).** You should explain what needs to be done in order to complete the project and roughly what you expect the timetable to be. Don’t forget to include the project write-up, as this is a major part of the exercise. It’s important to identify key milestones and also fall-back positions, in case you run out of time.  You should also identify what extensions could be added if time permits.  The plan should be complete and should include those parts that you have already addressed (make it clear how far you have progressed at the time of writing).  This material will *not* appear in the final report.
4. **Evaluation plan (1-2 pages).** Project evaluation is very important, so it's important to think *now* about how you plan to measure success. For example, what functionality do you need to demonstrate?  What experiments to you need to undertake and what outcome(s) would constitute success?  What benchmarks should you use? How has your project extended the state of the art?  How do you measure qualitative aspects, such as ease of use?  These are the sort of questions that your project evaluation should address; this section should outline your plan.

You are free to write up any additional material that will appear in the final report, for example a section or chapter describing a significant component of the design/implementation that you have already completed.  Avoid any additional material that is *not* re-usable in the final report.

As always, use diagrams and examples (e.g. code) wherever appropriate.