**GUIDELINES FOR FORMAT OF FINAL REPORT**

**PROVISIONAL TITLE OF FINAL REPORT**

**CONTENTS OF THE FINAL REPORT**

**Outline of contents**

1. **INTRODUCTION / PROBLEM IDENTIFICATION**

Introduce your topic/problem/issue and give a brief explanation of the topic, an indication of why you chose your topic and why it is topical. The scope of the topic is also should be included.

1. **OBJECTIVE(S) / QUESTION (S)**

In this section you outline the purpose of your research project. You may find it helpful to encapsulate your topic into a single research objective supported by one or more simple research questions. Your research project will then be to answer the research question(s).You need to also highlight the aim and list of objectives.

1. **LITERATURE REVIEW / EXISTING SIMILAR SOLUTIONS**

What have key authors written about your topic? The literature review should provide a brief background to the topic. You should carry out your literature review before finalising your research questions.

1. **RESEARCH APPROACH AND PLAN**

See proposal description document for details

1. **DESIGN AND ANALYSIS**

Details about the design and analysis phases. Use diagrams to explain your design and the components of the prototype

1. **IMPLEMENTATION AND TESTING**

Details about the implementation and validation phases.

1. **RESULTS ANALYSIS**

State the results and findings and analyse them using evaluation methods if any

1. **CONCLUSOINS**

Outline the problems that you might have with the project or the things that you would like to be able to do that might not take place**.**

**REFERENCE LIST**

All work cited in the proposal should be included in the reference list and all other work that you have read that is relevant to your topic but which is **not** cited should be included in your bibliography. You must create citations in Word, using the APA style of referencing.