

# Report Guidelines

February 20, 2024

## Report Guidelines

- You should always submit your report as a separate PDF file. Your source code (.py files) should be submitted in a compressed archive (we can uncompress .zip or .tar.gz - NOT .rar format).
- Your report must be set in 12pt font using A4 paper size and 20mm margin with each page including a page number (as this document).
- Your answers should be complete, but concise (you do not score points for a lengthy report).
- Respect the page limit indicated in the assignment text. We do not grade any answers past this limit.
- Deliverables should be added to the report. Make sure you actually answer all part of the questions. When we write create a plot, then we expect you to also include it in the report.
- If you are asked to comment on the result, this usually means we are looking for 1 - 2 sentences that show you have understood the outcome.
- Any figures (images, graphs etc) should be at a size suitable for their purpose. For example, if you want to show pixel-level differences, then the pixels should be large enough to be seen. Use a zoomed portion of the image, if necessary.
- ALL figures, images, graphs, tables etc should be numbered, (e.g. Figure 1, Table 3), and include at least a minimal caption (e.g. “Figure 1: Original image rotated by 45 degrees”). Refer to the figure or table number in the text when you make comments about the results.
- All graph axes need to be labelled, and axes scales included.
- Images should include a labelled colour scale (a ‘colorbar’) when appropriate.
- All text in legends, labels, titles, scales etc should be readable without having to zoom in your pdf file, e.g. be set in a readable font size.
- When asked to show your code, this usually means code ‘snippets’. That is, the few important lines of code that are most relevant for the question. Unless specified otherwise, exclude the ‘book-keeping’ code (e.g. import statements, setting paths, loading/saving data etc).

- You can write your code in a Jupyter notebook (.ipynb file), but we require that you export the notebook as a python script (.py file) and submit this instead of the notebook file.
- It is acceptable to use AI tools such as Co-pilot to assist you when you write the code for your solutions to assignments. But in general you learn more by coding the solution on your own.
- It is not acceptable to use large language models (LLMs) such as ChatGPT to write text, including mathematical formulations, for your report. You shall consider LLMs as a source as you would do with books, papers, and home pages and provide proper citation references following normal academic standards. If you have to quote a source literally you must indicate this clearly by providing quotation marks as well as a proper citation reference. Failing to follow these standards will be judged as plagiarism.