What is a Project Report?

- Project report ≠ documentation
- A project report should tell:
  - What is your project?
  - Why did you choose the project?
  - How did you conduct the project?
  - What are the results/products/lessons of the project?
- A way to evaluate your technical writing skills

Title

- Don’t be too generic

Abstract

- Tell the whole story in 100 to 200 words
- A good abstract:
  - Let people know you’ve done good work
  - Make people want to read more

Introduction Section

- A more elaborated version of the abstract
- Focuses on:
  - Motivation
  - Project highlights
Technological Background

- Introduce the technologies/tools/platforms you used to build your project
  - Be clear about the connections between the pieces
- Assume your readers are students who just took CS202
  - E.g. how do you describe a J2EE project?

System Overview

- The *Big Picture* of your project
- Descriptions of the interaction between different components, overall work flow etc.

Design and Implementation ...

- Design (or feature design), is how things should be
  - E.g. The system support several types of users ...
- Implementation is how things are done
  - E.g. Each user type is implemented as a subclass of a User class ..

... Design and Implementation

- Writing about design and implementation is not easy
  - Choose the right *level of details*
- Topics that are usually interesting and/or important
  - Performance
  - Security
  - Improvement of user experience
- Insights, insights, insights

System Evaluation

- Results produced
- Comparison with other systems
- Load testing

Conclusion Section

- Reiterate your achievements
- Emphasize lessons learned and insights gained
Appendices

◆ API documentation
◆ Database schema
◆ User manual
◆ Source code
◆...

Some Technical Writing Do’s and Don’ts

◆ Use formal language
◆ Use diagrams and figures
◆ Use tables
◆ Don’t overuse pictures and screenshots
◆ Don’t overuse bullets
◆ Don’t overuse passive voice
◆ Use "We" instead of “I”

Some Good Project Reports