Project's report guide - Version 1.2.0

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August 16, 2020

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1 General information

In this document we provide recommendations and tips that may help students to generate their own project's reports for the current course. Use this guide to generate your project reports when indicated by the instructor.

2 Number of participants per report

- Maximum number of members of a team presenting a project report: 2
    - If you are part of a team working on a project it is expected that your report be -way better- that those created by a single person.

3 Report style, format, length and submission.

- Use the default features of your text editor.

  - Page format
  - Single line or 1.15 spacing
  - Single column
  - Arial, Times New Roman
  - 11, 12 points font size

- **Use a spell-checking tool**.

- **Proof read your work**.

- The report should be **no shorter than 3 pages** (including figures and tables, but no references).

- The report should be **no larger than 5 pages** (including figures, tables and references).

- Only `pdf` files are accepted to submit the report.

  - Rename the `pdf` file with your name for ease identification.
  - You are responsible to verify that the submitted `pdf` file fulfill the previous requirements.

4 Main sections/parts that should be included in your report

4.1 Cover page

- It should include your name(s), university or institution name, the title of your project/research and the course name.

4.2 Abstract

- A 150-200 words that summarize your project. The problem, the main objective, the main findings/contributions and possible future work.

4.3 Keywords

- A list of 3 to 5 keywords that describe the area of your project/research.

4.4   Introduction

- MOTIVATION: In this section you should state the motivation of your work, you should answer the question "why is it important to do this work/research?"

- PROBLEM STATEMENT: Briefly, clearly and precisely state the problem you want to solve.

- MAIN/GENERAL OBJECTIVE: You should CLEARLY state the objective of your work (you may create an special section in your document called "Main/General Objective"). The objective should answer the questions:

  - "**what** are you going to do?",
  - "**why** are you doing this project/research?"
  - "what are the boundaries or **limitations** of your project?",
  - and briefly **what method(s)** are you expecting to use?

- SPECIFIC OBJECTIVES: What are the list of mini-objectives you need to perform to fulfill with the main objective.

- METHODOLOGY: Briefly describes the design and development of the project/research.

4.5   Execution of the project/research

- Describe in detail the execution of your project, what analysis/models/experiments you performed.

- Mention the software tools and data sets you used in your project/research.

4.6   References

- A complete list of the analysed works to guide your research/project.

- Include the most relevant and recent works that you use to guide or base your project/research.

- **ALL LISTED REFERENCES** must be cited in your report.

- Use the same format for all references (include authors, work name, publisher/journal/conference information, and year of publication).