

## Exercise 0: Guidelines for writing technical reports

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### Abstract

You should summarize the most important results of this exercise and write it in the abstract. The abstract should also include a short description of which area that is covered by the exercise and why this is important. The abstract should be 15 sentences long approximately.

### 1. Introduction

You should describe the area covered in the exercise. The description should be such that any person with appropriate technical knowledge should understand where and when to use the theory and methods described in this report. You might want to present, and briefly describe, work related to the work presented in the next section, Theory / Method. This means that you e.g. should refer to literature that gives a deeper presentation of the related work [Person and Person 2000]. More information can be found in [Person *et al.* 2001]. You should e.g. add the limitations in the experiments and under what assumptions the experiments were done. The introduction part should be one half to one page long.

To make the report consistent with scientific reports, the introduction part should also include a short description of the rest of the report, i.e. a brief description on what follows in the report.

### 2. Theory / Method

The experiments should be replicable, which means you should describe it in such way that any person with appropriate technical knowledge should be able to replicate your experiments by following your description in Section 2 and 3. This means that Section 2 should include all necessary theory, e.g. mathematical equations, references to necessary papers, illustrative figures etc. (Sections 2 and 3 should be the main core of the report.)

It is important to get a good structure of Section 2, why the use of sub-sections (i.e. Section 2.1, 2.2 and Section 2.2.1, 2.2.2 etc.) might be appropriate.

### 3. Experiments / results

You should describe the conducted experiments in such way that any person with appropriate technical knowledge can repeat the experiments. It is important to clearly explain the purpose of each experiment, show the results in illustrative ways and explain the results to the reader. In the case of many experiments, describe each experiment in a separate sub-section, i.e. Section 3.1, 3.2, 3.3, ..., 3.N.

### 4. Conclusions and further improvements

You should make a clear conclusion on the exercise, what you have learnt etc. It is also appreciated if you write suggestion on how to improve the exercise for another year.

### References

[Person and Person 2000] Person, O.; Person, T. (2000), Title of the paper that I am referring to, *Which Journal or Proceedings the Paper was Published*, In which town the paper was published, What year the paper was published, In what volume the paper was published, In which pages the paper was published.

[Person *et al.* 2001] Person, O.; Person, T.; Person, T. Person, F. (2001), Title of the paper that I am referring to, *Which Journal or Proceedings the Paper was Published*, In which town the paper was published, What year the paper was published, In what volume the paper was published, In which pages the paper was published.