

How to Structure a Report

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Abstract. Summary of elements that will be expected and rated within a thesis or report.

1 Introduction (e.g. Times New Roman, 18pt, Bold)

1.1 Text Elements (e.g. Times New Roman, 16pt, Bold)

Header: Title, author affiliation, date, identification¹ on on any page

Body: Abstract², introduction³, main part⁴, summary, references⁵

Optional: Keywords, acknowledgements, appendix, about the authors, ...

¹ If an interested reader finds any page of your paper, he/she must be able to find the hole text.

² Abstracts are typically available for free: Summarize what happens. No results here!

³ Short state-of-the-art explanation. Refer to key references rather than explaining basics.

⁴ Detailed body of your text. People look at graphics first → readable without reading text.

⁵ References expose your level! References should be accessible for any reader.

1.2 Contents

The organization of this communication is as follows:

Section 1 is this introcution,

Section 2 ...,

Section 3 ...,

Section 4 ...,

Section 5 draws relevant conclusion and

Section 6 offers some references

2 Characterizing the RLC Lowpass

...

2.1.1 Times New Roman, 14pt, Fett

2.1.1.1 Times New Roman, 13pt, Fett

Plain text: Times New Roman, 12pt

Formulae:

$$\frac{U_{DACout} - U_{\min}}{U_{\max} - U_{\min}} = \frac{N_{DACout} - N_{\min}}{N_{\max} - N_{\min}}. \quad (1)$$

3 ...

4 ...

5 Conclusions

6 References

[1] Available 23.09.2014: <http://www.terasic.com>,

[2]