

# MECH 593 Design Theory and Methodology

## Winter 2007

### On the Structure of the Project Reports

The basic structure, on which the presentation part will be marked, comprises at least the items below:

1. An Abstract, describing the work reported in about 100 words, which should be self-contained, i.e., the Abstract should not include any bibliographic references;
2. an Introduction, describing the problem and its decomposition into functions, subfunctions and design specifications, while providing references whenever needed;
3. the body of the project, with as many sections as needed for each case, including: the mathematical modelling work in as much detail as possible to understand the approach and the rationale leading to the results reported; all pertinent references; as many figures, sketches, plots and tables as needed, all of which must bear a number and a caption, and should be referred to by this number;
4. Conclusions, stating whether the goals of the project were achieved and to what extent. What difficulties were encountered?, etc.;
5. References, listing all bibliographic items referred to in the report, using a standard format. Notice that bibliographic materials and other documents handed out use one of two formats, if with some minor variations: a) “(authors’ names, year),” while listing the references in alphabetical order, with no numbers, and b) a number inside brackets, with all references listed and numbered in order of citation; not in alphabetical order!
6. Appendices: Any information items that are necessary to understand the report, but that can be skipped at a first reading.

**N.B.:** All references listed in the References section must be cited. By the same token, all cited references must be listed. References to websites, ephemeral by their nature, are not suitable technical items; these should be included as footnotes.