

Technical Report Writing



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- * We will discuss some practices which can help in preparing a good report.

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- * If your report is part of an evaluation, remember that the evaluation is based on the content and not on the number of pages!

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- * Do not use informal language. Instead of “This theory should be taken with a pinch of salt,” you might say, “It needs more work to show that this theory applies in all cases.”

Grammar, scientific names, etc.

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- * Avoid screen dumps. It is usually possible to create a data file and then use a plotting package to create a pdf or eps file for your report.

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- * The combination of Latex and TicZ is useful for preparing figures.

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