**Report Format**

Reports are to be stapled NOT bound. Each report must contain a title page that indicates, title, date, group member names, a description of the workload division, and the name of the class. Reports (not including the title page, and any appendices) must be no longer than **8 pages** **(11pt or larger font, line spacing of 2.0)**. Figures/Tables are included in this limit. Every report should contain Introduction, Methods, Results, Discussion, and Summary/conclusion sections (actual names of sections can vary). A sample (no more than 2 pages) of carefully documented raw data should be included if appropriate) as an appendix. All pages must be numbered. All figures/tables must be numbered, referred to in the text, and have complete captions. See the link to the course website at [***www.cecs.pdx.edu/~derekt***](http://www.cecs.pdx.edu/~derekt) for further guidelines and a grading template. Follow the grading template.