

TECHNICAL REPORT WRITING FOR ENGINEERS

TIPS FOR INCLUDING EQUATIONS

When you embed an equation into your report, run through these tips to check you haven't missed anything.

Make sure that...

- the equation is on its own line and distinct from the text
- the equation is sequentially numbered, using the section number if it is a big report
- the equation is discussed in the text and referenced using its equation number
- all the symbols use have been defined
- the style and format of the symbol used in the equation is the same when it is used in the text
- you have considered defining all the symbols in a separate nomenclature section

For example

Current I , is the measure of the rate at which electrons flow through a conductor. The S.I. unit of current is the Ampere (A) defined as one coulomb (6.24×10^{28}) of charge carriers passing through the conductor in one second. Current is driven by a potential difference V measured in units of volts. The relationship between current flow and potential difference is given by Ohms Law, shown in equation 2.2,

$$V = IR$$

where R is the resistance of the conductor, measured in Ohms (Ω).

Handwritten annotations:

- Red arrow pointing to I : Symbols defined
- Red arrow pointing to V : Same font
- Red arrow pointing to the equation line: Has its own line
- Red arrow pointing to (2.2): Numbered