

# TECHNICAL REPORT WRITING FOR ENGINEERS

## THE ABSTRACT: GUIDING QUESTIONS

Use these guiding questions to help you summarise each section of your report. Answer each question aloud in one sentence. Once you have answered the question aloud, write your answer down (or type it in) then join your answers together into two or three sentences to create paragraphs.

### WHY?

1. What is your project or experiment about?
2. What exactly are you trying to do? What problem are you trying to solve?
3. What causes the problem?
4. Why is it important to solve the problem?

### HOW?

5. How did you solve the problem, do the experiment or conduct the research?
6. What did you find?
7. What do your findings mean?

### SO WHAT?

8. Are there any limitations of application?
9. Are there any implications for the future?