## Final Research Report

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**Title Page**

* Title of the Research
* Author(s)
* Affiliation(s)
* Date

**Abstract**

* A concise summary of the entire research, including the purpose, methodology, key findings, and conclusions (150-250 words).

**Table of Contents**

* Lists the main sections and their page numbers for easy navigation.

**List of Figures and Tables**

* Itemizes all figures and tables included in the report with page numbers.

**Introduction**

* Introduces the research topic, states the research problem, and outlines the objectives.
* Presents the background and significance of the study.
* Specifies the research questions or hypotheses.

**Literature Review**

* Reviews relevant existing research and theoretical frameworks.
* Establishes the foundation for the research and highlights gaps the study aims to fill.

**Methodology**

* Describes the research design, data collection methods, and analysis procedures.
* Details the sample selection, instruments used, and any limitations of the study.

**Results (or Findings)**

* Presents the data collected in an organized manner, using tables, graphs, and descriptive text.
* Summarizes the findings without interpretation.

**Discussion**

* Interprets the results, linking them back to the research questions and existing literature.
* Discusses the implications of the findings and any unexpected results.
* Addresses the limitations of the study and suggests areas for future research.

**Conclusion**

* Summarizes the key findings and their relevance.
* Restates the significance of the study and its contributions to the field.

**Recommendations (if applicable)**

* Provides suggestions based on the research findings for practical actions, policy changes, or further research.

**References**

* Lists all sources cited in the research report following the appropriate academic style (APA, MLA, Chicago, etc.).

**Appendices (if necessary)**

* Includes additional materials like raw data, detailed analyses, questionnaires, or maps.

**Acknowledgments (optional)**

* Thanks to individuals, organizations, or institutions that contributed to the research.

**Formatting Tips:**

* Ensure consistency in headings, subheadings, and text formatting throughout the document.
* Use clear and concise language, avoiding jargon where possible.
* Proofread for spelling, grammar, and punctuation errors.
* Adhere to the citation style and formatting guidelines specified by your institution or publication.

This structure provides a comprehensive overview for writing a final research report, ensuring that all critical aspects of the research are communicated effectively.