Document X10:

Your Project Report

TAHI
RUA TECH
TORU

KIA HIHIKO AOTEAROA!

Senior Secondary

Now it's time to produce a short Project Report to outline what you learnt and how. This document outlines the sections to include.

- **Title Page:** Put your name and mentor's name on the first page of your report.

- **Executive Summary:** See the separate Handy Hints document for this.

- **Rationale:** Write your aim, need or opportunity, with an **explanation** of why it was worth achieving. (This does not need to be your original need, opportunity or aim; it may have changed as your project developed)

- **Methods and Techniques:** Briefly describe the methods and techniques you used and the activities you carried out. You can use drawings, sketches, photographs, models, diagrams or blog posts to support communicating this.

  Include **evidence** to show that you have met the Senior Secondary Project Requirements (X09). In particular, how you considered possible alternative approaches to the project; modified or improved plans and approaches in response to unexpected problems or new opportunities; demonstrated creative thinking appropriate to previous experience and showed evidence that your own ideas were used to tackle problems.

- **Results:** Outline the results of your project. Your project results can include models, graphs, tables, diagrams, products, an environment, photos and videos, as well as written outcomes.

- **Analysis:** Discuss your results, in detail. **Critically evaluate** your findings or project outcomes.

  Suggest **further work** that could be done to continue your project.

- **Conclusion:** Write your conclusion. To what extent was the aim, need or opportunity achieved? Was it realistic?

- **Self-evaluation:** A brief **reflective self-evaluation** of ideas and skills you developed personally via the project. Include comments to the following:

  - Your understanding of Digital technology after completing this Senior Secondary challenge project.

  - What have you learnt about available career paths in digital technologies.

  - Whether you're likely to undertake a digital technology career or course of study in the future.

- **Acknowledgements** should be included as well; a list of people who helped you and how they helped.

- **References:** Use a recognised referencing system to **list references** including any books, pamphlets, websites, videos, people and databases you consulted to obtain information.

Your project report doesn't have to be too long, as long as its supported by your blog and your solution and answers all of the points above. And remember - you can still achieve your Senior Secondary Certificate if you don't complete your product, as long as you completed all of the Project Requirements.

Once your teacher has signed off on your report, simply upload it to the 123Tech site (the same place you upload your blog). It will then be reviewed for a Senior Secondary Certificate (and for consideration for the Regional and National 123Tech Championship).