Revisiting report writing in EESC104, getting started on the HIST111 essay

Dr Jeannette Stirling,
Learning Development
<table>
<thead>
<tr>
<th>Subject</th>
<th>Assessment 1</th>
<th>Assessment 2</th>
<th>Assessment 3</th>
<th>Assessment 4</th>
<th>Assessment 5</th>
<th>Assessment 6</th>
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<tbody>
<tr>
<td>EESC104</td>
<td>Week 4 Practical Report 1</td>
<td>Week 7 Mid-term exam</td>
<td><strong>Week 8 Practical Report 2 or 3</strong></td>
<td>Week 10 Practical Report 4</td>
<td>Week 12 Practical Report 5</td>
<td>Exam Period Final exam</td>
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<tr>
<td>INDS130</td>
<td>Week 4 Essay 1000wds.</td>
<td>Weeks 6-11 Research presentations</td>
<td>Ongoing In-class participation</td>
<td>Week 13 Final essay 2000wds.</td>
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<tr>
<td>SOC104</td>
<td>Weeks 4-13 Participation in online journal &amp; class discussion</td>
<td>Week 8 Theory essay 2000wds.</td>
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<tr>
<td>HIST111</td>
<td>Week 4 Annotated bibliography 1000wds.</td>
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<td>Week 12 Essay 1500wds.</td>
<td>Week 13 4 best reflections to be submitted 800wds.</td>
<td>Exam Period Final exam</td>
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A report usually contains:

✓ A description & analysis of the data collected by the author of the report.

✓ Conclusions & sometimes recommendations based on the author’s findings.
### Writing a practical report for EESC104

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
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<tbody>
<tr>
<td><strong>Abstract</strong></td>
<td>• In essence, a ‘snapshot’ of the project.</td>
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<tr>
<td><strong>Introduction</strong></td>
<td>• A succinct &amp; clear preview of your report’s aims &amp; objectives.</td>
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<tr>
<td><strong>Methods</strong></td>
<td>• How did you go about this research?</td>
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<td></td>
<td>• Why was this approach the most appropriate for your project?</td>
</tr>
<tr>
<td><strong>Results</strong></td>
<td>• What did you find?</td>
</tr>
<tr>
<td><strong>Discussion &amp; conclusion</strong></td>
<td>• What is the relevance of your findings?</td>
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<tr>
<td></td>
<td>• How do they connect with your readings?</td>
</tr>
<tr>
<td></td>
<td>• What are you overall conclusions about your findings?</td>
</tr>
<tr>
<td><strong>Reference list</strong></td>
<td>• Formatted according to Harvard guidelines</td>
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</table>
[Title]

PRACTICAL REPORT

[Your Name]
[Student number]
[Date of submission]
The abstract contains:

- A clear, concise summary of the project;
- A brief description of the methods used;
- Your results or conclusions.

*The facts ma’am, nothing but the facts...*
In this paper we critically engage with the masculinities of a group of young men who surf shortboards by investigating their love of surfing at breaks they have made their own. The aim of our paper is to reveal the fluid qualities of surfing masculinities by examining how surfing subjectivities are bound up with the spatial, discursive and the embodied. Becoming a ‘local’, and a man, at surf-breaks requires this group sharing the pleasures and pain of producing themselves as surfers. We demonstrate how emotions of pride and shame within the bonds of mateship play a crucial role in maintaining the culturally valued form of masculinity. We conclude how thinking spatially is helpful in underscoring the variability found in surfing masculinities at different breaks and conditions.
ABSTRACT

This report examines how ideas of 'home' and 'homelands' are understood within an Australian context. Territorial claims over spaces and places can create conflict as we have seen in the 2006 Cronulla beach riots. These riots became about race and the rights of access to the beach. By using the ... method, this report will analyse the factors that lead up to the riots and how the homelands were identified and defined in relationship to particular groups. The report concludes that ....
A sentence or two to explain what it is you are doing & why.

Discussion of the literature & / or ideas that form the background for your project.

Some discussion about what it is that you expected to find out & why you chose to report on a particular area.
Methods

How did you go about collecting your information?

What method did you use (for example, participation observation using field notebook & pen in ....)

Why did you choose this method?

How is it the most appropriate method for your project?
Results or findings

What did I find?
What do my results mean?

Were there any limitations to my research design?

What are the possible applications or consequences of my findings?

In what ways do the results address the aim of the report?

What do the results say about theory or vice versa?

So what?
This is where you list those readings that you’ve drawn upon to frame or contextualise your project, justify your approach, & support your argument.

In a report, you usually only cite your references in the Introduction & Discussion sections.

Harvard referencing system.
INTRODUCTION

We create ideas of ‘home’ and ‘homelands by … . The aim of this report is to … . The objective of the investigation is to …

METHOD

To develop this report I have used … method because it allows …

RESULTS

By examining … using the … method, I have found that …

DISCUSSION

The results appear to indicate that … . This is important because … . Although these findings are useful to better understanding …, the method used in this analysis limited my examination because … . By designing future research around …, it would be possible to …

CONCLUSION

In conclusion, I …

REFERENCES
Have you clearly addressed the set question? (20%)

Have you followed all the recommended steps to complete the report? (20%)

Have you really thought about your data & made this clear in your analysis? (20%)

Have you used examples from the literature to back up your report & referenced it correctly? (20%)

Do each of your paragraphs clearly develop a main point, are your sentence structures effective & grammar correct? (10%)
HIST111 essay: getting started

**Question**
- Have you chosen your question?
- What is it asking?
- Why has this topic been set as an essay question at this point in the subject?

**Key terms / concepts**
- Have you analysed the question & identified the key terms / concepts?
- Have you examined tutorial & lecture notes to see where these ideas have been discussed?

**Research**
- Have you thought about what your argument might be in relation to your question?
- How many points will you make?
- Why these points?
Have a beaut break!!!