

Software Security

415.725SC

Lecture 26b: Report Writing

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4-Oct-00

Report Writing

415.725sc-1.1

Woodford's 25 Steps (reduced to 18)

1. Decide on a topic
2. Write the title & synopsis
3. Review requirements
4. Decide on the basic form of the article
5. ... (see handout)

4-Oct-00

Report Writing

415.725sc-1.2

2. Topic, Title, Synopsis

- How many of you have settled on a topic?
- Have you written a title and a thesis sentence (or a synopsis)?
- A synopsis is an explanation of your “projected paper in definite and concise terms, as though to a friend who asks [you] at some chilly street corner what [you] have been up to recently.”
- Please send me email tonight with your title & thesis sentence or synopsis, so we can discuss these in class tomorrow.

3. Requirements

- See lecture slides #3.
- I have answered two questions by email already:
- Q: How do you want the project handed in?
Electronically or hard copy?
- A: Hard copy, please.
- Q: do you have any [particular] preference concerning font, page margins, etc?
- A: Leave me enough room to make comments, so your paper should be formatted with generous margins and line-spacing.

4. Basic Form

- Assignment: Read pp. 39-40, 46-50 of Eisenberg's "Writing Well for the Technical Professions" tonight. (There's an error in the photocopying, pages 49-50 appear before pages 46-48 in today's handout.)
- We'll discuss the basic forms tomorrow.