

## 4th year Projects: Progress (or Preliminary) Report

At the end of the first semester of your project work, you usually need to present a report of your progress to date. You also need to present the plan of the work you will do to complete the project in the second semester. This plan is sometimes very similar to the plan that you presented in your Project Proposal at the beginning of the project; at other times you will need to revise the plan based on the first semester work.

### Requirements

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Different departments have different requirements for the progress report, so that the guidelines presented here are general in nature. You must always check the particular requirements of your department so that you can then apply these guidelines successfully.

The **length** of the Progress Report varies from department to department. For example in Mechanical Engineering, the length is about 2000 words, while in Civil Engineering the preliminary report is a maximum of 5,000 words. In some departments you may be required to prepare a poster presentation rather than a report to outline your progress during the first semester.

### Purpose

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The **purpose** of the progress report is:

- to summarise the work you have already completed in the first semester, and
- to outline in detail the work you will carry out during the second semester in order to realise the objectives of the project.

### Format

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The **format** of the Progress Report is formal report format. Typical **sections** in a progress report and their **contents** are outlined below.

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# Sample Progress Report About Engineering

**Puja Mehta**



## Sample Progress Report About Engineering:

**Writing Like An Engineer** Dorothy A. Winsor, 2013-11-05 Comprised of a study spanning over five years this text looks at four engineering co op students as they write at work Since the contributors have a foot in both worlds work and school the book should appeal to people who are interested in how students learn to write as well as people who are interested in what writing at work is like Primarily concerned with whether engineers see their writing as rhetorical or persuasive the study attempts to describe the students changing understanding of what it is they do when they write Two features of engineering practice that have particular impact on the extent to which engineers recognize persuasion are identified a reverence for data and the hierarchical structure of the organizations in which engineering is most commonly done Both of these features discourage an open recognition of persuasion Finally the study shows that the four co op students learned most of what they knew about writing at work by engaging in situated practice in the workplace rather than by attending formal classes

*List*, 1948    **Engineering News-record**, 1919    Energy Research Abstracts, 1977 Semiannual with semiannual and annual indexes References to all scientific and technical literature coming from DOE its laboratories energy centers and contractors Includes all works deriving from DOE other related government sponsored information and foreign nonnuclear information Arranged under 39 categories e g Biomedical sciences basic studies Biomedical sciences applied studies Health and safety and Fusion energy Entry gives bibliographical information and abstract Corporate author subject report number indexes

**Engineering Bulletin** Michigan. State Board of Health, 1916    **The Engineering Record, Building Record and the Sanitary Engineer**, 1900    **Cyclopedia of Civil Engineering: Masonry construction; reinforced concrete** American School (Lansing, Ill.), 1908    **Engineering News**, 1906    **Engineering News and American Contract Journal**, 1900    **Cyclopedia of Civil Engineering: Masonry and concreting materials; stone masonry and plain concrete construction; reinforced concrete. v.5. Steel construction; practical problems in construction**, 1913    *Engineer and Contract*, 1927    **Materials Engineering**, 1930    **Engineering Record, Building Record and Sanitary Engineer** Henry Coddington Meyer, Charles Frederick Wingate, 1900    **Mechanical Engineering** American Society of Mechanical Engineers, 1919 History of the American society of mechanical engineers Preliminary report of the committee on Society history issued from time to time beginning with v 30 Feb 1908

Engineering Materials and Processing Methods, 1930 Issues for 1929 include section Contents noted 1929 1939 called Metallurgical abstracts Jan 1940 Sept 1945 called Engineering digest Oct 1945 called Materials beginning in 1942 included in the complete index to the periodical

**Journal of the Boston Society of Civil Engineers** Boston Society of Civil Engineers, 1928    The Chemical Trade Journal and Chemical Engineer, 1930    *The Chemical Trade Journal and Chemical Engineer* G Kelville Davis, 1929    **Engineering & Contracting**, 1921    *Engineering and Contracting*, 1914

## Unveiling the Magic of Words: A Review of "**Sample Progress Report About Engineering**"

In a global defined by information and interconnectivity, the enchanting power of words has acquired unparalleled significance. Their power to kindle emotions, provoke contemplation, and ignite transformative change is truly awe-inspiring. Enter the realm of "**Sample Progress Report About Engineering**," a mesmerizing literary masterpiece penned by way of a distinguished author, guiding readers on a profound journey to unravel the secrets and potential hidden within every word. In this critique, we shall delve into the book's central themes, examine its distinctive writing style, and assess its profound impact on the souls of its readers.

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