IMSIMBI

TRAINING

UNLEASHING YOUR POTENTIAL










Imsimbi Training proudly presents

Scientific Report Writing– 3 DAYS

Imsimbi Training is a fully accredited training provider with the Services Seta, number 2147, as well as a Level 1 Contributor BBBEE company and 51% black owned

This course is accredited by the Services Seta and material covers unit standards 12153 and 110023 at NQF level 4 worth 11 credits

SERVICES SETA

julius@imsimbi.co.za - tammy@imsimbi.co.za - margaret@imsimbi.co.za - prince@imsimbi.co.za - gloria@imsimbi.co.za

COURSE OBJECTIVES

A scientific report is a document that describes the process, progress and/ or results of technical or scientific research or the state of a technical or scientific research problem.

When you have completed Imsimbi Training's Scientific Report Writing course you will be able to define the key concepts associated with scientific report writing and you will be able to:

- Identify the main obstacles to effective communication within Scientific Report Writing and how to avoid these
- Understand the nature of a scientific report, practice your writing skills and receive feedback on these
- Learn to write from the perspective of the writer and the reader

COURSE OUTCOMES

Upon completion of this course, the participants should be able to:

- Identify the intended audience for the communication
- Formulate appropriate report structures in accordance with best practice and criteria
- Understand and implement the correct use of data and statistics as justification of discussion and /or premises
- Understand and effectively use correct scientific method in writing of a report
- Avoid all the pitfalls of ineffective empirical justification for findings (e.g. bias, replication and syllogism)
- Construct the most effective premises for the main assertion
- Construct effective executive summaries
- Conclude and recommend effectively
- Write succinct, well - structured introductions



- Develop foci, titles and abstracts for scientific reports
- Apply the best formats and practices for a professional presentation
- Check reliability and credibility of data used by making an evaluative judgment after comparing ideas presented in a text with external criteria from other written or oral sources and own experience and knowledge
- Review and proofread reports effectively

COURSE CONTENTS

- Communication principles
- Scientific Report Writing
- Writing Style - Concise Sentences
- Writing good paragraphs
- Report Formatting
- Scientific Report Writing Process
- Data collection and analysis
- Quantitative or Qualitative research methods
- Analyse and weight data
- Findings and recommendations
- Presentation of research conclusions
- Checklist for editing reports
- Evaluation Reports



