



**Benha University**  
**Class: 2<sup>th</sup> Year Students**  
**Subject: Report Writing**



**Faculty of Computers & Informatics**  
**Date: 1/11/2014**

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### **Task 1 (Individual):**

I. Due

at the beginning of class.

II. Objectives

1. Learn how to deal with **Informal report writing**

III. References

1. Slides and handouts posted on the course.
2. Section handouts.

IV. Software Required

1. Microsoft Word

V. Assignment

- 1- Read Chapter 1 (Numbering system) on logic design then make a structure of your Informal Report & Define

- i. Title page
- ii. Abstract
- iii. Body of your report
- iv. Conclusion
- v. References