

Your assignments should consist of the following:

1. A Statistics cover sheet
2. A Title
3. Your name
4. An executive summary
  - This should consist of a short paragraph that summarises the main points covered in the body of your report. It should be written last.
5. The main body of your report
  - Your aim is to communicate clearly what you have discovered about the data set being investigated.
  - This part of the report should be written in non-technical language that can be understood by someone who is not an expert in statistics.
  - A good way to start is to describe the data and the goal(s) of your investigation. For STATS 330 assignments the goal(s) will usually involve explaining how one variable is related to other variables and/or using a set of variables to predict another variable. Regression models will be used to accomplish these goals but building a regression model isn't the ultimate goal.
  - The main part of the report will usually consist of you presenting models and then using these models. If you use a model to explain how variables are related to each other you need to take into account the uncertainty in that estimated model. If the model is to be used for prediction, then you should evaluate the precision of predictions. You should also discuss any limitations of the models you present.
  - Include only those models, plots, and tables that are useful to communicate your findings and clearly explain their relevance.
  - You may wish to divide your report into different sections, if that will make it easier to understand.
6. A statistical appendix
  - This part contains a technical description of the statistical analyses you performed on your data.
  - Summarise your analysis and include important results and plots (do not include a bunch of annotated computer output).
  - The purpose of this part of your assignment is to explain to the marker how you analysed the data and how you arrived at the models you used in your report.

All assignments along with model answers from 1998, 1999, and 2000 are available on the 475.330 webpage. You strongly advised to look at several of these.