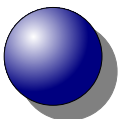
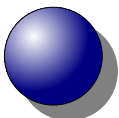
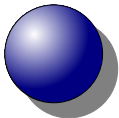


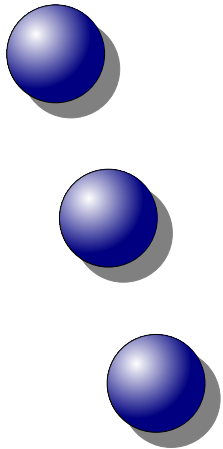
# Project Report

Title



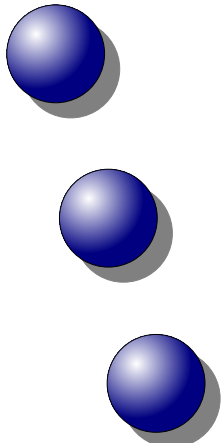
# Definition of the Subject

Emphasize the importance of the project  
Divide the subject into sections  
Name the main points



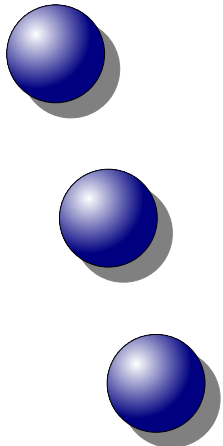
# Status

Give an outline of the situation  
State the planned time guidelines  
Which deadlines have been met?  
Which deadlines have not been met?



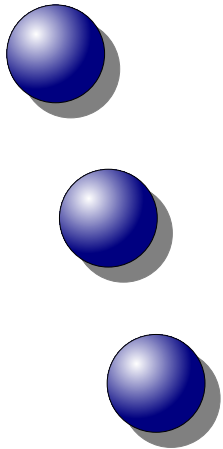
# First Section

List the participants  
Describe the goals of this team



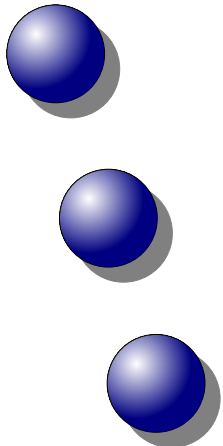
# Status of First Section

List the intermediate goals achieved  
Indicate possible problems  
Analyze experiences to date



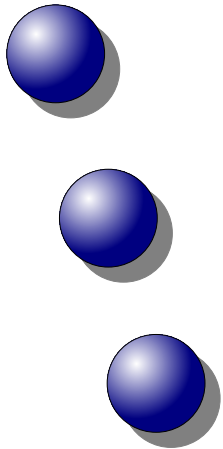
# Second Section

List the participants  
Describe the goals of this team



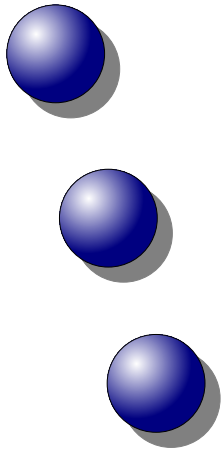
# Status of Second Section

List the intermediate goals achieved  
Define the current situation of this team  
Indicate possible problems  
Analyze experiences to date



# The most important problems

Outline the problems according to priority  
State possible solutions  
Analyze the various possibilities  
Consider audience suggestions





# Further Steps

Summarize the activities that have been carried out.

List further activities

Assign the various tasks

Clarify remaining questions

