

## Additional tips for reports

### General:

- \* Your report can be in EITHER English OR French
- \* Please use 12pt size
- \* Do NOT add a cover page, no abstract, no table of contents
- \* You report should NOT contain the EPFL logo
- \* EACH page needs to be numbered, including the first page
- \* Include ALL member names in the header of EACH page
- \* All margins 2.5cm, and (at least) 1.1 inter-line (no single spacing)
- \* Do not use too many digits for coefficient values or in tables - use 2 (significant) digits (after the decimal).

### Examples:

```
0.00000384186 ==> 3.84 x 10(-6)
384.186 ==> 384.19
```

- \* If you are working on an anova problem, or if you end up with a model with many coefficients, you can include the estimated coefficients in a table as an appendix, which does not count towards the page limit
- \* NO R CODE, and NO RAW R OUTPUT - any output should look 'pretty'; for example, use the function `xtable()` in the package 'xtable', or for other possibilities, see:

<https://rfortherestofus.com/2019/11/how-to-make-beautiful-tables-in-r/>

- \* All figures and tables should be NUMBERED and have a short, descriptive CAPTION
- \* Any graphs should not be too small, including labels, symbols - see ?par for a list of graphical parameters available in R
- \* Do not copy/paste graphs into your report, they are generally saved as .png and turn out blurry (flou) in the report. Instead, save them as .jpeg / .jpg or .pdf and incorporate the resulting plot into your report file (e.g., .tex or .Rmd file). You can do this in R by using the command `jpeg()` or `pdf()` as a device before your plot commands. If you are using RStudio, after you have the plot the way you like it, in the graphics pane choose 'Export' then:
  - EITHER: 'Save as Image', then choose Image format 'JPEG' and create a (meaningful) file name
  - OR: choose 'Save as PDF' then create a (meaningful) file name
- \* If your graph file size is too large, save them as jpeg, with reduced resolution if necessary
- \* Do not use any GENERAL references - all references should be ORIGINAL / PRIMARY where possible (journal article, NOT 'wikipedia', NOT 'course notes') or secondary if not (authoritative book); see:

<https://crk.umn.edu/library/primary-secondary-and-tertiary-sources>

- \* Cite the work in the text and include the FULL reference in a 'References' or 'Bibliography' at the end.
- \* You may start the reference list on a separate page and this page does not

count towards the page limit.

\* Remember that NOT attributing work of others by citation is considered PLAGIARISM (PLAGIAT) and I will deal with suspected cases by

==> reporting to the Vice presidency for academic affairs. <==

You must formulate what you are saying by USING YOUR OWN WORDS.

Statistical:

\* Make sure to state how coefficients are estimated (what METHOD is being used, NOT which R commands you typed)

\* INTERPRET the (estimated) model coefficients

\* In hypothesis tests, CLEARLY state both the NULL and ALTERNATIVE hypotheses in terms of parameters, any relevant degrees of freedom (df), the test statistic and its value, the corresponding p-value, and conclusions

\* CLEARLY state any assumptions you make

\* ASSESS the model / validity of the assumptions

Language-related:

\* DO NOT use AI-generated text - again, you must formulate what you are saying by USING YOUR OWN WORDS.

\* Use PRESENT tense and ACTIVE (not passive) voice: e.g., we fit the model (NOT: a model was fit (passive), NOT: we looked at the results (past tense))

\* In English, do NOT use contractions: e.g., always NOT, never N'T

\* In English, avoid using the word 'indeed' - this sounds very natural in French writing, but sounds clumsy and even pretentious in English.