**SEQUENCE OF SECTIONS FOR ENTIRE REPORT**

**1. Cover with name of student**

 **2. Table of Contents**

**3. Site Visits**

**4. Laboratory Reports Exercises**

**5. FINAL JOURNAL:**

**1.** Problem Statement

2. Purpose of Project

3. Methods of Data Collection

4. Literature Review

5. Presentation of Data

6. Analysis of Data

7. Discussion of findings

8. Conclusion

9. Recommendations

10. Bibliography

The internal assessment takes the form of a journal that comprises

A. Four site visits

B. Four practical exercises

C. A final report

1. A. **FOUR (4) SITE VISITS**

**STRUCTURE AND MARK SCHEME:**

|  |  |
| --- | --- |
|  |  **Mark Scheme** |
| Entry Number, Date, Site Location |  |
| Objective – a clear statement of what you are trying to achieve | **1** |
| Activities – the procedure that you followed  | **4** |
| Observations – A brief synopsis of the observations made | **2** |
| Comments – problems encountered, any obvious conclusions | **2** |
| Follow – Up Activities – what you did next with the data gathered | **1** |
| Total  | **10** |

1. **Laboratory Exercises (x 4)**

**Structure:**

|  |  |
| --- | --- |
| **Title** |  |
| **Aim** |  What is the objective of this practical exercise? |
| **Materials**  | Equipment, references |
| **Procedure** | including any calculations  |
| **Data Collection/ Results**  | Including Tables, diagrams, annotated photographs. |
| **Discussion and Conclusion** | Analysis and discussion of observations, summary |

C. FINAL REPORT

SEQUENCE OF SECTIONS FOR FINAL REPORT

a) Problem statement- 3- 4 lines informing the reader of an environmental problem connected to the area of study. This statemen should include the location and time period study undertaken.

b) Purpose – main aims of the SBA; highlight all the variables being investigated

c) Methods of Data Collection – here you can refer to the site visits and lab reports as well as methods of collecting secondary data. Be sure to include variables.

d) Literature Review - Literature will include books, journal articles and other documents about similar ecosystems that have been or could be affected by development and could include cases where efforts have been made to minimise the effects. This literature must be critically examined and compared with your SBA

e) Presentation of Data – be sure to present it different from in the site visits and laboratory reports. You should use graphs, charts, etc. here

f) Analysis of Data - Overall trends - e.g. dominant species; direct and indirect effects; various approaches must be used!

g) Discussion of Data - Here you try to account for your findings - how reliable and valid are they? For example, did the time of year and location of samples etc. affect your findings? Also try to account for similarities and differences between your findings and literature.

h) Conclusion - Summarise your findings - answer the purpose. It should be clear based on findings, valid and related to purposes of project

i) Recommendations - What policies/measures should be implemented in this area? Try to be creative; fully derived from findings