**Basic Technical Document**

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**Abstract**

*This is a basic technical document template for Engineers. The document makes use of the features that are available in Microsoft Word and is intended as a basic example of a technical report* *for first-year students in engineering*. *The main purpose is to improve the professional quality of documents that are produced at different times during the four years of an undergraduate engineering program*

Introduction

This is an introduction, which sets the stage for the work, entices the reader to carry on reading. This chapter explains the importance of the work in a more general context. This is not a very good introduction!

Related Work

Related Work might not be a separate section and can be part of the introduction. We won’t worry about this too much for now and move on to the main body of the report.

Third main Subject heading

This is the first main body subsection and should be a good one! It should follow on nicely from the introduction. It should be the logical place to begin, which will depend on the purpose of the document.

We will create some intermediate subsections in chapter 3, to practice including a hierarchy in a Word document. As already stated, there should be 3 levels or less in the hierarchy. When creating your own documents, you should obviously take your time and think of a clear and logical order for the presentation of your ideas.

This logical organization will be reflected in the numbering and ordering of your subsections and the subsections under them. Generally, you should always make sure that you have no singleton/’orphan’ subsections. There should be at least two of them. Otherwise, this information doesn’t really need to be in a separate subsection.

Fourth main subject heading

This chapter is a lot of text, but has no subsections.

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Fifth main subject heading

This subsection logically follows the second one, based on the organization plan for the document. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Maecenas convallis maximus lacinia. Integer ligula nisi, pellentesque non imperdiet in, condimentum quis neque. Suspendisse blandit maximus tincidunt. Sed eu pharetra libero, a porttitor est. Phasellus accumsan, dui sit amet accumsan rhoncus, nisi ex rhoncus felis, at interdum erat mi ac purus. Quisque fringilla erat sit amet turpis pulvinar, id pulvinar purus molestie. Cras ultrices venenatis odio, nec egestas erat lacinia ac. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Donec dictum, tortor id condimentum vestibulum, odio risus tempus felis, ac congue elit urna et lacus. Duis vel tortor felis

The first subsection beneath the fifth main subject heading

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The second subsection beneath the fifth main subject heading

If this does not exist, then the first subsection material can be moved up into the third main subject heading. However, it has been defined here. Therefore, we are OK.

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First subsection

This is some random text, but long and rambling enough that the reader knows it is a sentence and can’t possibly be a title

Second subsection

This is also some random text, but still long and rambling enough that the reader knows it is a sentence and it is unlikely to be confused with a title

Third subsection

So much text, but we keep generating more random garbage text until it is still long and rambling enough that the reader knows it is a sentence and not a title.

Conclusions and Recommendations

The conclusions and recommendations must have *already* appeared in the main body. This is not a place to summarize the whole document though.

References

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