

SEEDS: Final Report Elements

The following information is requested for the Final Report.

Lay Summary: *This is the most important part of your final report. This does not need to be more than four or five paragraphs, however, it needs to be written so that it is easily understood by someone who has about an eighth grade reading comprehension. Use the following outline to develop the lay summary:*

- a. **WHY was the work done**
Convince the reader that this work was necessary. What are the economic, social, environmental, or health costs to Ohioans/the US/the world of dealing with the problem? Indicate the potential or real benefits as well as who will benefit. Quantify the anticipated benefits.
- b. **A BRIEF, non-technical explanation of the problem and what was done to figure out how to solve it**
Describe your project in terms that someone with no knowledge of the problem can easily understand. Is this the first piece of a larger puzzle? If you must use a technical term, provide a simple definition.
- c. **WHAT was found or discovered**
Briefly describe what you expected to find and what the results show; again, this should be written so that it is easily understood.
- d. **WHAT do you plan for the future**
Using the information or discoveries from your project what is your next step? Do you need to repeat the experiments for verification? Are you going to commercialize something as a result? If this is the first piece of the puzzle and you need to continue work in the area - how exactly are you going to use what you've learned to continue the work?

You will be asked to enter the following items, as they apply to your research:

Abstracts, Conference Proceedings
Article, Peer Reviewed (only published or in press)
Book Chapter (only published or in press)
Bulletin or Technical Report
Invention Disclosures
Patents
Extramural Funding
Posters and Presentations
Student Funding

You can print a copy of your report for your records. You also may edit this report for a week after submission.

To upload figures or tables for your report, combine these into a single pdf file before uploading.