

# Writing a Science or Technical Dissertation Checklist

It can feel daunting to write a dissertation for the first time (even the second or third time if you progress into postgraduate learning!), but with this checklist and the associated resources you should feel more prepared to tackle your undergraduate dissertation.

- Title and contents page
- Sections completed (if applicable)?
  - Abstract
  - Introduction
  - Materials and methods
  - Results
  - Discussion
  - Conclusion
  - References/bibliography
- Every figure and table has a title and a legend
- The abstract is within the specified word count
- The dissertation is within the total word count
- The aims have been included (either in the introduction or in their own individual section)
- No contractions have been used
- An appropriate font and font size was used
- Are the methods and results sections written in past tense, using a past passive tense where appropriate?
- Proofread your dissertation for spelling errors, references, and any other issues before submitting. Refer to the 'Editing Strategies' PDF

**This is not an exhaustive checklist, and you should always refer to the guidelines provided by your degree program.**