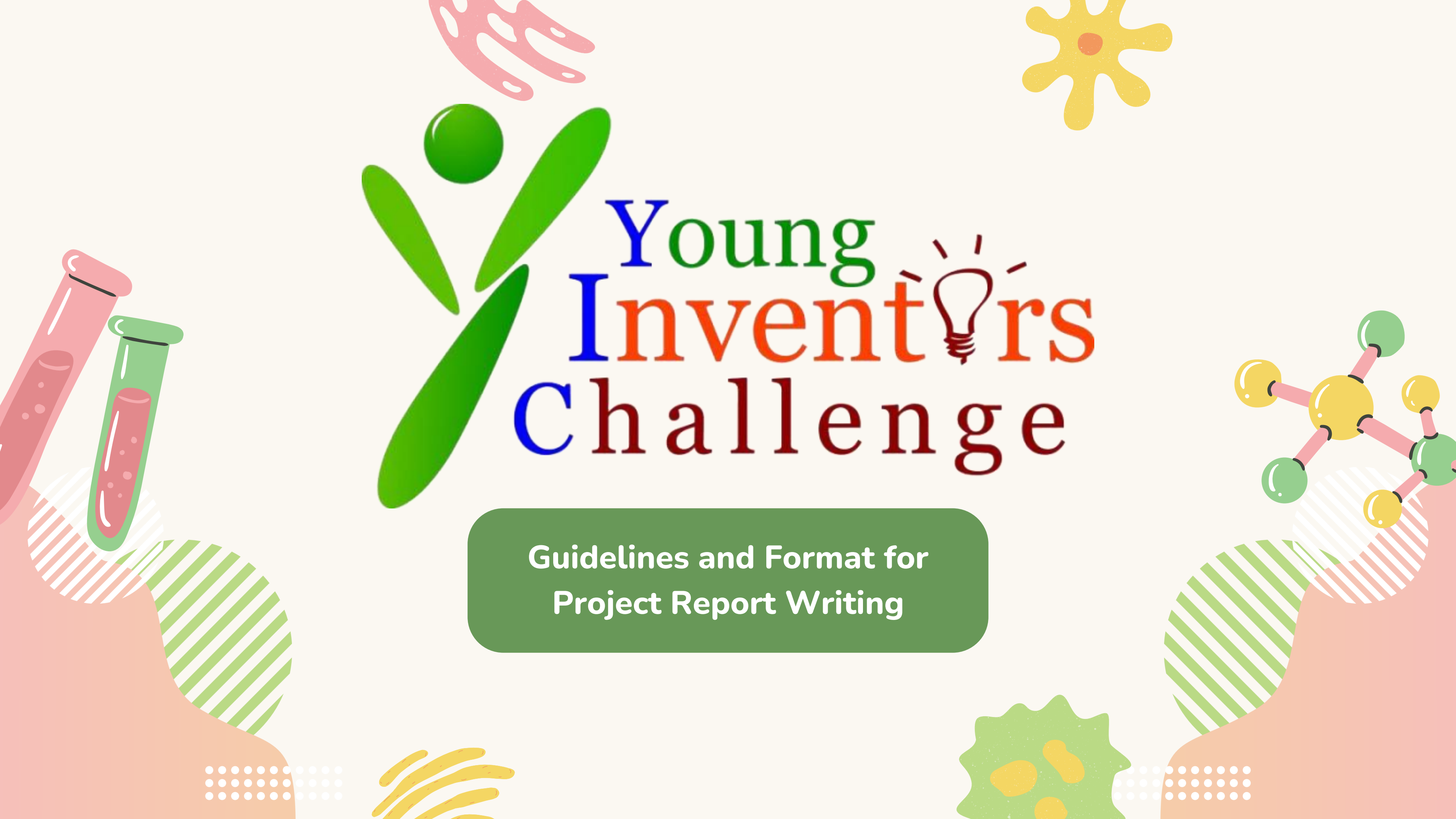




Young Invent[💡]ors Challenge

Guidelines and Format for
Project Report Writing

What is a Project Report?

A project report is a structured document that describes your project — what you did, how you did it, and what you found. It helps you clearly share your ideas and showcase the effort and learning behind your work!



Requirements

01

Problem Statement

Short, clear and concise

02

Relevance to Theme

How is your invention relevant to
“Sustainable Development Goals (SDG)”?

03

Description of
Invention

Its purpose and objective—
clear and easy to understand

04

Scientific Principle
Relevant to
Invention

Explain the Scientific Principle relevant
to the invention

Requirements

05

Originality

Novelty, Justification of your invention—that it isn't copied or plagiarised

06

Diagrams with Specifications & Technicality

Detailed diagram/figures with specifications, methodology and test parameters. Well tabulated data and results.

07

Benefits

Benefits of the invention explained

08

Conclusion + Future Projects

Comparisons with existing inventions, any additional supporting info (ie. scalability, practicality)

Report Format



What should a report look like?

Page Limit

5 pages (max). The Cover-page, Table of contents, and Appendices do **not** count towards this limit. AI Declaration and References may be added to the Appendices.

Paper Size

A4

Font

Times New Roman (12 points)

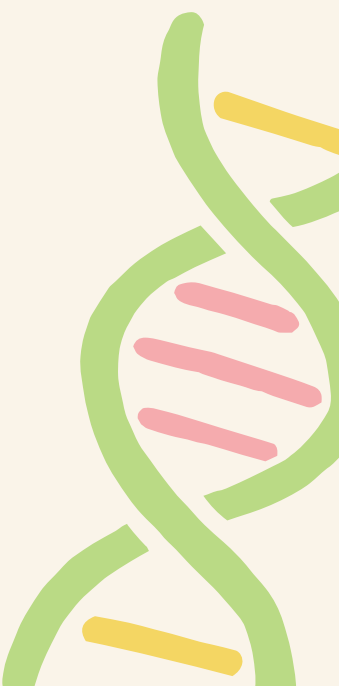
Spacing

1 point

File Format

PDF

You are **strictly** required to follow the AI/Tech Usage Policy



Cover Page Format

Replace with your
school/institution
logo



Country	
State	
School Name	
Team Name	
Pitch Video Link	

Get video link from
your YouTube Pitch
Video link

Team Members Name

Team Mentors Name

Table of Contents Format

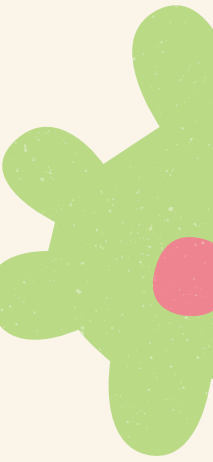
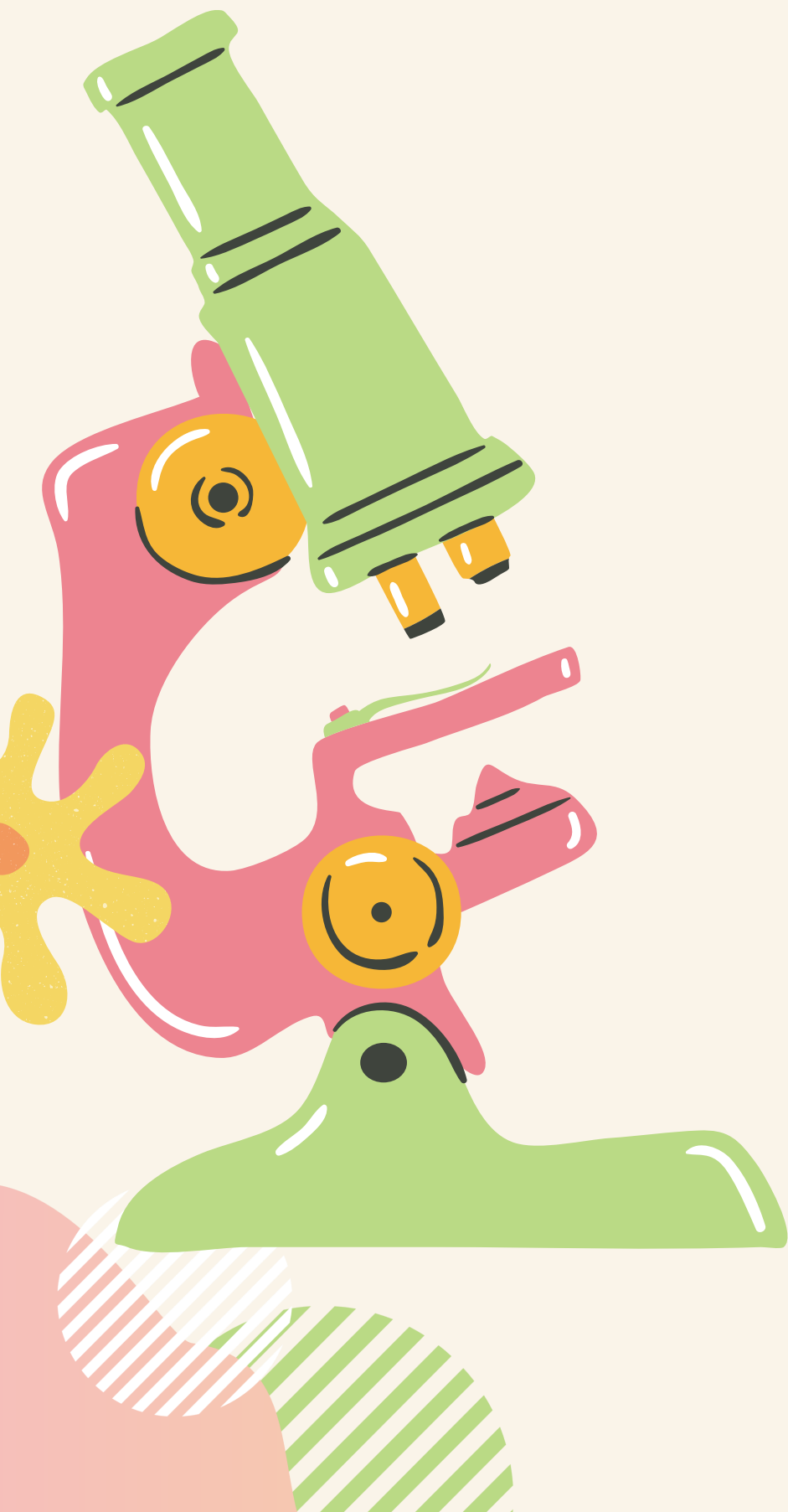


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2.0	Relevance to the Theme	3
3.0	Description of Invention.....	3
4.0	Scientific Principle Relevant to the Invention.....	3
5.0	Originality.....	3
6.0	Diagram with Specifications and Technicality.....	3
7.0	Benefits of the Invention/innovation	4
8.0	Conclusion and Future Projects.....	4
	APPENDICES	5
	Appendix A: References.....	6
	Appendix B: AI Usage Declaration.....	7
	Appendix C: Supporting Documents.....	8
	Appendix D: Additional Diagrams / Charts / Tables	9
	Appendix E: Invention Picture (Details)	10
	Appendix F: Invention Development Gantt Chart	11
	Appendix G and so on (if any)	12



Content Page (5 Pages)

01

Problem Statement

05

Originality

02

Relevance to Theme

06

Diagrams with
Specifications & Technicality

03

Description of
Invention

07

Benefits of the Invention

04

Scientific Principle
Relevant to Invention

08

Conclusion &
Future Projects

References Format

- APA 7 Format
- Sorted Alphabetically

Journal Article

Edwards, A. A., Steacy, L. M., Siegelman, N., Rigobon, V. M., Kearns, D. M., Rueckl, J. G., & Compton, D. L. (2022). Unpacking the unique relationship between set for variability and word reading development: Examining word- and child-level predictors of performance. *Journal of Educational Psychology*, 114(6), 1242–1256. <https://doi.org/10.1037/edu0000696>

Online Magazine Article

Thomson, J. (2022, September 8). Massive, strange white structures appear on Utah's Great Salt Lake. *Newsweek*. <https://www.newsweek.com/mysterious-mounds-great-salt-lake-utah-explainedmirabilite-1741151> Print Magazine Article (Section 10.1) Nicholl, K. (2020, May). A royal spark. *Vanity Fair*, 62(5), 56–65, 100.

Online Newspaper Article

Bernstein, J. (2024, June 3). The man who couldn't stop going to college. *The New York Times*. <https://www.nytimes.com/2024/06/03/magazine/benjamin-bolger-college-harvard-yale.html>

Print Newspaper Article

Reynolds, G. (2019, April 9). Different strokes for athletic hearts. *The New York Times*, D4.

Must be referred
from the 5-pages
report

AI Declaration Format

AI USAGE DECLARATION FORM

Declaration of Artificial Intelligence (AI) and Technological Tool Usage

Team Details

Team Name: _____

Project Title: _____

Institution/School: _____

Declaration of AI Usage

Please provide specific details below:

AI Tool / Technology Used	Purpose of Use	Extent of Human Input
<i>Example: ChatGPT</i>	<i>Used for research on market trends and refining report structure.</i>	<i>Final content revised and rewritten by team members.</i>

We understand and acknowledge the following:

- AI was **only** used to support tasks such as brainstorming, grammar checking, research assistance, data analysis, and design visualization.
- AI was **not** used to fabricate data, plagiarize, or fully generate our proposal/report without substantial human involvement.
- We accept that **failure to disclose AI usage or misuse of AI tools** may lead to disqualification or point deduction, as per YIC rules.

We affirm that the majority of the content, ideas, and innovation presented in our project are original and developed through our own effort, under the guidance of our mentor.

Signatures

Name	Role	Signature	Date



Do...

- Write a draft in a separate file before transferring it to the template
- Seek help from an English teacher to improve your writing
- Discuss the contents of the report with your group before starting to write
- Ask third parties (parents, other teachers, colleagues) for feedback
- Ensure all images are **high resolution** and in PNG format
- Ensure **consistency** between your final presentation and pitching video
- Use bullet points, headings, and spacing to make the report **visually friendly**
- Keep your writing clear, concise, and **free of jargon**– judges need to understand it
- Double-check spelling, grammar and formatting



Don't...

- Leave writing the report to a single person– **teamwork is important**
- Add new content after finalizing the draft without informing your team
- Change the content after transferring it to the official template without a team review
- Submit your report without **proofreading**
- Include references or materials in the appendices that are not mentioned in the main 5-page report
- Share or post your report publicly before the competition ends
- Use **overly complicated** language
- Submit incomplete diagrams, missing captions, or unclear technical details



Report Writing Completion Checklist

Report Checklist

Purpose of the Checklist:

- Ensures all key sections of the report are complete and meet quality standards.
- Helps maintain consistency, clarity, and professionalism.
- Serves as a self-assessment tool before submission.

How to use the Checklist:

- Tick each item once it is completed.
- Revisit unchecked items to make necessary improvements.
- Use it as a final review before report submission

Tip! A complete checklist = a stronger, more polished report.

Report Writing Completion Checklist

(No need to be inserted inside the report)

Checklist Item	Details	Tick (✓)
Understand the Purpose	Clarify goal and identify audience.	
Gather Information	Collect and verify relevant data.	
Define the Scope & Structure	Outline key sections and decide format style.	
Title & Cover Page	Title is clear; include author, date, and organization.	
Abstract / Executive Summary	Summarize purpose, method, key findings, and conclusion.	
Table of Contents	Auto-generate and ensure page numbers are correct.	
Introduction	Provide background, define problem, list objectives and scope.	
Literature Review / Background Study	Summarize key studies and highlight gaps.	
Methodology	Explain approach, tools, and materials with diagrams if needed.	
Results / Findings	Present results with tables/figures and captions.	
Discussion / Analysis	Interpret results and compare with literature.	
Conclusion	Summarize key points linking back to objectives.	
Recommendations	Provide actionable suggestions based on findings.	
Future Work / Research	Suggest possible next steps or further	

Useful Tools

Idea Generation and Planning

[Miro](#)

Online whiteboard for brainstorming, mind mapping, and planning report structure.

[ChatGPT](#)

Helps with rephrasing, outlining, and idea refinement.

Drafting and Writing

[Google Docs](#)

Cloud-based writing tool for team collaboration

[Notion](#)

Organises writing notes, data, and images in one workspace.

Diagrams and Visuals

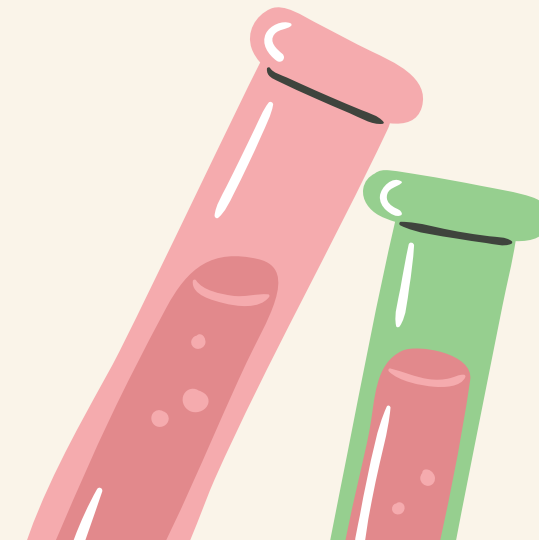
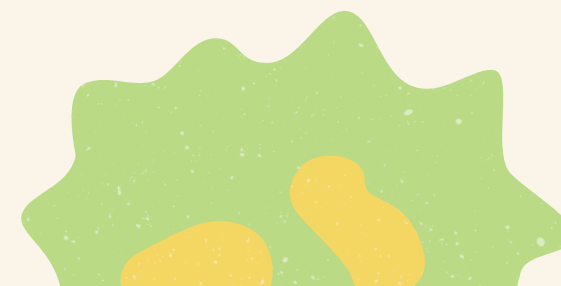
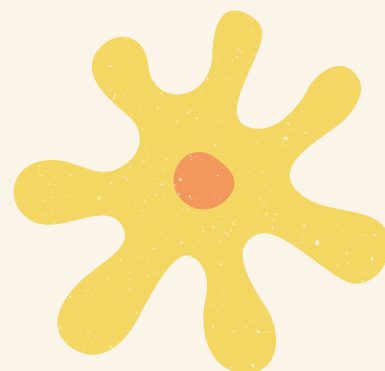
[Canva](#)

Easy diagram creation, flowcharts, and report visuals.

Research and References

[Google Scholar](#)

Search for credible research papers and citations.



Useful Tools

Grammar & Clarity Check

[Grammarly](#)

Corrects grammar, spelling, and improves clarity.

[Quillbot](#)

Paraphrasing tool to reword and simplify text.

Plagiarism Check

[Scribbr](#)

Detects copied content to ensure originality.

Data & Tables

[Google Sheets](#)

For organizing data and creating charts.

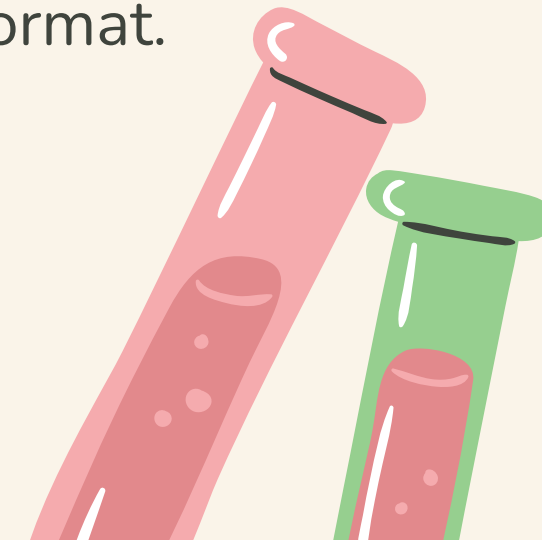
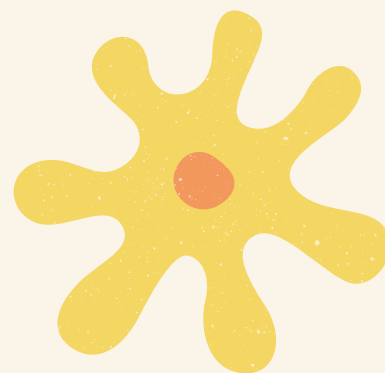
[Chartgo](#)

Quick creation of custom charts for reports.

Final Formatting and Conversion

[ILovePDF](#)

Merge, compress, or convert documents to PDF format.



Submission Deadline

8th September 2026,
11:59pm

Young
Inventors
Challenge

Thank you

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