

**CREATIVE, INNOVATIVE PRODUCT AND TECHNOLOGICAL ADVANCEMENT (CIPTA) COMPETITION 2023**

**FINAL REPORT**

**(CATEGORY NAME e.g. LOCAL CATEGORY 1)**

**(Title of Invention/Innovation)**

**Members:**

**(Team Leader’s Name)**

**(Member 2’s Name)**

**(Member 3’s Name)**

(Date)

SUMMARY

This document is a template for preparing the final report for the CIPTA2023 Competition in Microsoft Word. If other word-processing applications are used, please follow the descriptive instructions here.

This summary (and the rest of the report) must be written in **English language ONLY**. No document in Malay language will be considered due to the international origins of some of the judges.

This is the **summary** page of the report. The summary is a brief description of the invention/ innovation and the important findings. It should be presented in **one paragraph only**. Avoid details of procedures, theory, results, figures, tables and other references here. It must **not be more than 350 words** long.

The title of this page is ‘**SUMMARY**’ on a line by itself. It has a text size of 11 point, using Times New Roman font, with all capitals, bold and centred, and has a 1.5 line spacing. Leave an extra line before beginning the body of the summary.

The body of the summary has an 11-point type Times New Roman font, **fully justified**, with **single line spacing**.

This document is to fit on an A4 (210 mm ×297 mm) page and the margins are as follows: top – 2.5 cm; bottom – 2.5 cm; left – 3.0 cm; and right – 2.5 cm.

Do not number this page. The page numbers will only start on the next page.

1. **INTRODUCTION**

This document is a template for preparing the final report for the CIPTA2023 Competition in Microsoft Word. If other word-processing applications are used, please follow the descriptive instructions here.

This entire report must be written in **English language ONLY**. No document in Malay language will be considered due to the international origins of some of the judges. (Participants are encouraged to use English language checkers to assist their report writing. An example of a software-based checker is the Grammarly software from grammarly.com, which is a free add-in to your Microsoft Word application.)

This is the **Introduction** section of the report. Here, the nature of the product, whether it is a new invention or an innovation should be stated. The aims & objectives, significance, and the overall background of the project should also be mentioned here. Please provide sufficient information to familiarise the judges with the main purpose and idea of the invention/innovation. Avoid unnecessary information taken directly from manuals, textbooks, etc.

The title of this section is ‘**INTRODUCTION**’ on a line by itself. It has a **12-point type**, Times New Roman font, all-capitalised, bolded and **left-aligned**, and has 1.5 line spacing. It is numbered here, as in ‘**1. INTRODUCTION’**. This style is used for all subsequent section headers, for example ‘**2. DESCRIPTION OF THE WORK**’.

The body of the introduction has a 12-point type, Times New Roman font, fully justified, and has **1.5 line spacing**. This style is used for all subsequent sections of the report.

This document is to fit on an A4 (210 mm ×297 mm) page and the margins are as follows: top – 2.5 cm; bottom – 2.5 cm; left – 3.0 cm; and right – 2.5 cm.

Page numbering starts with this page.

1. **DESCRIPTION OF THE WORK**

This is the **Description of the Work** section of the report. Here, detailed description of the invention/innovation including details on the software/hardware, apparatus, materials, procedures (or methods), model and design should be **provided**. The information should be comprehensive to enhance the understanding of the judges. Avoid irrelevant details, information and unnecessary repetitions.

* 1. **Sub-sections**

The body of the report can be divided into sub-sections preceded with section subheadings, if necessary. For example, in this section, sub-headings such as **2.1** (**Sub-heading**) and 2.1.1 (Sub-sub-heading) can be used to venture deeper into particular descriptions.

The sub-heading has a 12-point type using Times New Roman font, **capitalised on the first word** only, bolded and left-aligned, and has 1.5 line spacing. The sub-sub-heading has a 12-point type, Times New Roman font, capitalised on the first word only, left-aligned, and has 1.5 line spacing.

* 1. **Figures, tables and equations**

Figures, tables and equations used must be placed close to where they are cited. The captions must have a sequential numerical sequence, that is preceded with the number of the section the figures, tables and equations are placed. The captions must have a **10-point type** using Times New Roman font, **capitalised on the first word only**, **centre-aligned** and has 1.5 line spacing.

* + 1. Figures

Figure 2.1 is an example of how a figure should be presented. Note that the caption is placed **below** the figure, is preceded by ‘Figure 2.x’ and is followed by a description of the figure, which is compulsory. ‘2’ is used, because this figure is placed in Section 2 of this template, while x is a running number.



Figure 2.1An example of a figure caption

* + 1. Tables

Table 2.1 is an example of how a table should be presented. Note that the caption is placed **above** the table, is preceded by ‘Table 2.x’ and is followed by a description of the table, which is compulsory. ‘2’ is used, because this table is placed in Section 2 of this template, while x is a running number.

Table 2.1An example of how a table is presented

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* 1. **Citations**

When citing articles from other books, journals or conference proceedings, please use numbers in square brackets, for example [1], to refer to the citations that should be properly detailed in the Reference list section at the back of the report. The reference list should be presented in the order of appearance of the citation in the report. (See the Reference section at the back.)

1. **NOVELTY (AND CREATIVITY)**

This is the **Novelty (and Creativity)** section of the report. The author(s) need to explain the degree of novelty of their invention/innovation, i.e. how is it different from the past products that were invented by the same author(s), or from existing products that are already in the global market. Creative application of technologies in the invention/innovation should also be discussed.

1. **DEPLOYMENT OF END PRODUCT (Except for Smart Junior Competition)**

This is the **Deployment of End Product** section of the report. The author(s) need to explain how the invention/innovation can be incorporated into existing products, or be produced as a standalone product. Details on the manufacturing of the product, such as ease of manufacturing or assembly, user-friendliness of product, features and functionalities, availability of materials, costs, etc. should be mentioned.

1. **SOCIAL, SUSTAINABILITY AND ECONOMIC DESIGN CONSIDERATIONS**

This is the **Social, Sustainability and Economic Design Considerations** section of the report. The author(s) need to explain how the invention/innovation will give value to society, its potential for commercialisation and industrial application, as well as, the sustainability of the invention/innovation.

1. **RELEVANCE TO THE CURRENT THEME**

This is the **Relevance to the Current Theme** section of the report. The relevance of the invention/innovation to the current theme of CIPTA 2023, “**Innovations for Sustainable Development Goals**”, should be reported here. Note that this criterion makes up 10% of the overall mark in the judging.

1. **CONCLUSION**

This is the **Conclusion** section of the report. The conclusions that can be drawn from the report should be presented here. The conclusions should be related with the objectives stated above.

**REFERENCES**

This is the **Reference** section of the report. It is not numbered. The documents cited in the report should be presented in the reference list here. The general style for referencing books, journals and conference proceeding are described and exemplified below. Examples [1] and [2] are for books, [3] is for a journal article and [4] is for a conference proceedings article.

**Reference to a book:** Last Name(s) and Initial(s) of Author(s), *Book Title* (in italics), Publisher, Place of publication, year, Chapter or inclusive page numbers.

**Reference to a journal:** Last Name(s) and Initial(s) of Author(s), *Name of Journal* (in italics), vol. number (bold), inclusive page numbers, year (in parentheses).

**Reference to a paper presented in conference proceedings:** Last Name(s) and Initial(s) of Author(s), Title of Paper. In: *Title of Proceedings* (in italics), edited by (Editor Name), Publisher and series number, Place of Publication, year, inclusive page numbers.

[1] Green A. J., Yellow B., and Red S., *Corona Physics in Action*, Compromise Press, Tartu, 2001, pp. 201-9

[2] Green A. J., Title of the Paper. In: *Modern Technology*, ed. by O. L. Hacker and J. Bond, Publisher, Tartu, 2002, pp. 89-102

[3] Green A. J., and Red S., J. Phys. D: *Appl. Phys*., 35, 2103-5 (2002)

[4] Green A. J., and Yellow B., Ozone Generator for Wastewater Purification. In: *Proc. 7th Int. Symp. on High Pressure Low Temperature Plasma Chemistry*, ed. by H.-E. Wagner, J. F. Behnke, and G. Babucke, Greifswald, 2000, pp. 531-5

**ACKNOWLEDGMENTS (Optional)**

This is the **Acknowledgements** section of the report. It is not numbered and it is optional. Any person or institution that the author(s) would like to thank can be presented here.

**APPENDICES (Optional)**

This is the **Appendices** section of the report. It is not numbered and it is optional. Additional information, not suitable for the main body of the report but may be of interest to the readers, can be placed here. However, the readers should be directed to this section when necessary. Authors are advised to keep this section brief and not to simply put in every piece of documentation.

All appendices must have a heading: ‘**APPENDIX’** (in the case of a single appendix) or ‘**APPENDIX A’, ‘APPENDIX B’**, etc., in the case there are more than one appendix.