

IMRD Reports (Science, Lab, Technical)

DEFINITION

Informal IMRD reports are usually short (1 to 10 pages). Their goal is to convey the message in an understandable context, from a credible person, in clear, easy-to-read text.

IMRD report structure.

1. The **introduction** explains your goal and why this situation has developed.
2. The **method** outlines what you did to find out about the situation. It establishes your credibility.
3. The **results** establish what you found out, the information the reader can use.
4. The **discussion** describes the implications of the information. It gives the reader a new context.

IMRD report strategies. Key strategies include

- Explain your purpose—what your reader will get from the report.
- Use a top-down strategy.
- Develop a clear visual logic.
- Provide the contents in an easy-to-grasp sequence and help the reader out by defining, using analogies, and explaining the significance to the person or organization.

STUDENT EXAMPLES (SHORT FORM)

Three reports illustrate how the IMRD (**Introduction, Method, Results, Conclusion**) report can fit many situations. The reports contain tables that form the basis for the entire report.

- [Using the Web for Procurement](#) by Brandee Freitag
- [Food Guide Information on the Internet](#) by Jennifer Baldini
- [Finding SPECweb Benchmark Information on the Web](#) by Joel T. Rech

SOURCE

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https://college.cengage.com/english/riordan/tech_report/8e/students/samples/sample12.html

Using the Web for Procurement

By Brandee Freitag

Introduction

This paper answers the question: can I use the Web in the logistics management? In order to answer that question I decided to focus on a specific example to determine whether Web procurement made sense. So I asked: Can I order black laser ink for printing words on buff pads that come right out of the ovens? I used three criteria to see if I could order black laser ink over the Internet. The three criteria I used are

1. The search should take no more than a half hour
2. I should find at least five (5) companies to choose from
3. The ink should be able to stay on pads that are 400 degrees Fahrenheit after they come out of the oven and not rub off on the other pads as they are stacked on top of each other

As this paper shows, it is possible to order black laser ink over the Internet, but the ink available does not satisfy my criteria.

Method

I used at five search engines: Excite, HotBot, Netscape, LycosPro, and Infoseek. I did searches using the words "black laser ink" in each of the five search engines. I then looked through the results to determine whether the sites that I found would be helpful.

Results

Table 1 shows that there were no companies that fit the criteria that I was looking for. I only found companies that sold black laser ink for computers.

TABLE 1			
Ordering Black Laser Ink for Printing Words on Buff Pads			
Search Engine	Company Names	Minutes in Search	Will the ink work
Excite	None	25	No
HotBot	None	30	No
Netscape	None	20	No
LycosPro	None	30	No
Infoseek	None	25	No

Discussion

One cannot buy laser ink on the Internet for printing on pads. There may be online suppliers that handle special orders for black laser ink for printing words on buff pads, but I did not find one. At the company I worked at this past summer, the ink was specially ordered to fit the machine and our needs.

Food Guide Information on the Internet

By Jennifer Baldini

Introduction

More and more people turn to the Internet as their primary source of information and ideas. It is important for professionals to be able to find information on the Web to supplement their jobs, but it is also important that consumers be able to find information. For example, the food guide pyramid is a nutrition information graphic that people see mentioned in many places-on food labels, in television news programs, and in magazine articles.

In order to do my job more effectively as a dietitian, I need to know whether there is credible and current information on the Internet for my clients and patients to access. The purpose of this project is to evaluate whether or not the Internet is a valuable source for finding information on the food guide pyramid for consumers.

Methods

I accessed the mega-search engine, Metacrawler, a search engine that sends keyword searches to seven other search engines (Yahoo!, Alta Vista, Lycos, Excite, Infoseek, Thunderstone, and Webcrawler) and returns the top 10 hits from each of these search engines in one consolidated list. I chose Metacrawler because I felt it was very comprehensive and would save me time.

Once in Metacrawler I typed in the key words "food guide pyramid." Next, I clicked on the search option "as a phrase" so that any site containing the phrase "food guide pyramid" in the head, title, and/or body would be "tagged" and returned to me in the results. Finally I began the search. When Metacrawler generated the search results, I evaluated each site that was returned in terms of my three criteria: current, credible, and including links to at least five other web sites.

Results

The search returned 44 hits. Of these 44 sites, 18 were immediately discarded because they either had nothing to do with the food guide pyramid or were food guide pyramids for Puerto Rican, Asian, or Mediterranean diets.

The remaining 26 web sites were evaluated using the three criteria listed earlier. Upon closer examination I found that several sites were listed more than once in the consolidated list. Therefore, I eliminated seven sites that were duplicates of ones found earlier in the list. Next, I had to eliminate two sites that could not be found or showed up with server error messages.

Of the 17 remaining sites, 10 were eliminated because they did not meet all three of my criteria. Seven of the initial 44 sites met all three of my criteria (see Table 1).

Site URL	Current	Credible	Number of Links
www.nal.usda.gov/fnic/Fpyr/pyramid.html	1998	Yes	73
www.babybag.com/articles/fdapyrmd.htm	1997	Yes	7

www.teachfree.com/student/foodguid.html	Updated 11/2/98	Yes	16
www.childrenwithdiabetes.com/d_08_800.htm	Updated 10/27/98	Yes	15
www.eatright.org/fgp.html	Updated 12/3/98	Yes	128
www.co.broward.fl.us/agi03804.htm	1998	Yes	9
www.shapeup.org	1998	Yes	6

Discussion

The seven sites that remained were all accurate, easy-to-understand, and user-friendly. I am able to conclude that the Internet is an excellent source for finding information on the food guide pyramid.

I should note that five of the ten Web sites that did not meet all three criteria were really excellent sites. They did not meet the criterion of providing five links to other sites, but all five of them contained excellent sources of information that would be useful to the consumer.

Finding SPECweb Benchmark Information on the Web

By Joel T. Rech

Introduction

In preparation for my feasibility study, I wanted to use the Web to find information concerning the SPECweb benchmark. In my research, I wanted to find at least five Web sites that were updated in 1998 and that had either SPECweb system under test information or SPECweb test documentation. If the Web site had an update in the last year, it would be staying current with the benchmark technology. Also, if the site noted the system under test information, the Web site would be giving an accurate portrayal of test results to its readers. Finally, if the Web site had SPECweb test documentation, the site would be beneficial to both individuals that perform benchmark test and to knowledgeable buyers.

I decided to search using "SPECweb" on three different search engines: Snap, Infoseek, and Yahoo. I thought these search engines would give me the variety of Web sites created by groups, organizations, and businesses where, I believe, benchmarks would usually be categorized.

Method

Using Netscape, I began my search by going to each of my chosen search engines. At each search engine, I typed "SPECweb" and I selected "Search." When the search engine returned links, I visited many Web sites looking for updates in 1998, information concerning the SPECweb Under Test, and NotesBench Test Documentation.

Results

Each search engine returned more than 30 Web sites for my search of "SPECweb"

In browsing through many of these sites, I found a fair amount of information concerning the SPECweb benchmark. In Table 1, I have listed five sites with their corresponding relevant Web site content. All of these Web sites were updated in 1998, and they contained either test system

information, SPECweb test documentation, or both test system information and NotesBench test documentation.

TABLE 1. Web Sites Concerning SPECweb			
Web site name	Date last updated	Test system information	SPECweb test documentation
Ideas International	November 24, 1998	Yes	Yes
Compaq SPECweb	1998	Yes	No
SPEC	December 2, 1998	Yes	Yes
IBM Tuning Tips	October 12, 1998	No	Yes
Sun's Solaris Performance	June 29, 1998	Yes	No

Discussion

By finding and reviewing five relevant Web sites, plus finding other sites I did not review, I believe that the Web is a good source of information for the SPECweb benchmark. I noticed many sites had system configurations based on marketing a company computer, and a couple of sites dealt with technical and common SPECweb information. I feel that the Web is a good source for finding information concerning the SPECweb benchmark.