###  TECHNICAL REPORT DOCUMENTATION PAGE

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| 16. ABSTRACTItem Notes - the information added to the boxes is not in bold font. No bold font is necessary on this page, except for the title. 1. The project number assigned when the proposal was submitted with an added –F  5. Use the last date of the contract here and on the Title Page 9. This should relate to the PI. Additional organizations may be placed in Item 15. If additional organizations are included in this box list the PI organization first. The Title Page will list all of the organizations by author.11. Use this SPTC contract number, DTRT13-G-UTC36, for all reports, not the project number nor the number assigned to the local awards. 12. Use this address format13. Final – and the total period of project, Month and Year 15. Additional text may be added by PI, e.g., reference to a state SP&R project that provided match16. This is an abstract – include tech transfer, use this space to sell your team’s successes.17. Add meaningful technical key words21. Total number of pages (includes numbered and unnumbered pages), that is begin with page i and end with the last page of the report, then add 1 page for the cover. Note: the document must fit on one page, with no less than 10-pt font for the added text (7-pt Arial is used for the box descriptions). Note the text used in this example for this box is 9-pt. It is too small and hard to read. The left margin for the form must be 1.00-inch to allow for binding, the top and right side margins must be no less than 0.5 inch, the bottom margin will be 0.5 to 1.0 inch with page number in the bottom margin area.This page number will be “ii”, lower case “eye” eye.”Version: August 20, 2015 |
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