1. An outline of the proposed report, to include the planned structure with headings (i.e. a draft contents list).
   Your report would normally include:
   • Describing a project you have been involved with, or
   • An investigation or research project you have undertaken on some aspect of building services engineering.

2. Where and how you will include the underpinning science and mathematics and associated building services engineering disciplines. This will normally include evidence of:
   • Understanding of the scientific principles of your own specialisation and related disciplines
   • Awareness of developing technologies related to your specialism
   • Knowledge and understanding of mathematical and computer models relevant to building services engineering and an appreciation of their limitations
   • Understanding of concepts from a range of areas including some outside engineering, and the ability to apply them effectively in engineering projects
3. Where and how you will include engineering analysis. This will normally include evidence of:
   • Ability to use fundamental knowledge to investigate new and emerging technologies
   • Ability to apply mathematical and computer-based models for solving problems in engineering, and the ability to assess the limitations of particular cases
   • Ability to extract data pertinent to an unfamiliar problem, and apply in its solutions using computer-based engineering tools where appropriate

4. Where and how you will demonstrate design awareness. This will normally include evidence of:
   • Knowledge and understanding of design processes and methodologies and the ability to apply and adapt them in unfamiliar situations
   • Ability to generate innovative solutions for products, systems, components and processes to fulfil new needs