MTR-CUHK Youth QoL Champions Competition 2015
Report Template

- The report can be written either in English (maximum 3,000 words) or Chinese
- (maximum 2,500 words), excluding the cover page and appendices.
- Appendices are optional and should be limited to 10 pages.
- Additional information such as video and photo album are optional and should be limited to 10 minutes for videos and 50 photos.
- The font size of the content should be Times New Roman point 12 (English) or 新細明體 point 12 (Chinese).
- Single-line spacing with at least one-inch margins (top, bottom, left and right) should be provided.

Report Template

1. Cover page
   - Title of Project
   - Abstract
   - Names of school, team coordinator and members
   - Contact details (email address, telephone number, etc.)
   - Date of submission

2. Introduction
   - Background
   - Project objectives
   - Relevance and significance

3. Project details
   - Programs/activities
   - Evaluation of the project
   - Recommendations for future projects

4. Conclusion

5. Appendices (optional)