Test Report Formatting

Tests and Measurements

Craig Eben

All single spaces, size 12 font, standard margins, left side indent (unless otherwise noted) and Times New Roman.

1. Your Name (Top Left)
2. Project #/Page # (Top Right)

Test

1. Name of Test (Center)
2. Summary-Paraphrase of what test is about
3. Administered-How was the test delivered
4. Interpretation-What can the results mean?

Project

1. Personal Results-What were the results of your administration of the test
2. Participant Results-What were the results of your administration of the test to others (3)
3. Graph-(Title the graph and label the axis) Graph your participant and self against norms
4. Discussion-How did participants and you fall on the average/what does it mean? Further thoughts

Sample:

Craig Eben Project 1/Page 1

Sample Test

Test

1. Summary: This is the summary of my test.
2. Administered: This is how I administered the test.
3. Interpretation: This is what the range of results can mean for the test.

Project

1. Personal Results: These were the results I got from taking the test.
2. Participant Results: These are the results the three participants received when I gave the test.

How to Make a Sample Report

Scores

Participants

1. Discussion: This describes my participants/self’s results in detail and what they mean.