

Method

this section usually contains the subsections listed below
in each sub

Results

describe any instruments you used to measure the data or outcome during analysis
summarize the data that you collected in a neutral way, without interpreting it—save your interpretation for the next section
start by discussing the finding that is most important or most relevant to your hypothesis
first describe your findings using words; then, if required, report the results of any statistical tests (including significance levels) using graphs or tables
try to use aggregated data instead of sharing individual scores (unless individual results are being used as examples)
make sure to include any results that contradicted your expectations (i.e. negative results), and any effects that were smaller than anticipated
is any data missing? if so, why?
e.g. did all the participants follow through with the experiment?

Discussion

evaluate and interpret the results of your study
how do the results compare to your original hypothesis/es?
if the results do not support your hypotheses, speculate why. Were there any biases or reasons why the validity of the results were compromised? were your measures imprecise? were there other weaknesses or limitations of your study? did your actual implementation of this study differ from your plan?
can these results be generalized? in other words, are the findings representative of a wider group?
in the end, did the participants represent your target population for this study?
were there enough participants for you to extrapolate these results?
are the findings applicable to circumstances that are different from this study?
are your results consistent with those of similar studies?
how do your findings advance or challenge existing theories?
what is the practical significance of your findings, if applicable? what larger issues might be implicated by your findings? what phenomena do these findings help explain?
what problems remain, or what new problems have been uncovered in this study? in other words, how will this study direct future research?

References

Give a list of references that includes all the sources that you referred to directly in your report (just like you would for a research paper). Most of these sources will have been mentioned in the literature review section of your introduction.

Appendices

appendices are often list of materials or instruments, detailed descriptions of the demographics of subpopulations in the study, copies of questionnaires or interview questions, etc.
if you have one appendix, just label it Appendix; if you have more than one appendix, label each one with a capital letter (e.g. Appendix A)
each appendix will appear on a separate page at the end of your report
make sure you mention these appendices in the body of your report (e.g. See Appendix A) so that the reader knows to refer to them