ENGL 301 98A Formal Report Outline

Proposal for Software Education in Ecommerce Company in Hong Kong (with a focus in HKTVmall Group)

**1) Abstract**

**2) Introduction**

Summary of current technological trend and company culture in using technological software

Statement of purpose for this report

Statement of issue

Description of research methods

Scope of report

**3) Data Section**

From own observation + interviews

Current courses available in the company

Current software that is actively used

Current challenges in using more advanced technologies in the company

* Workload of normal employees in the company
* Cost of acquiring full software
* Selection of software to be used

Plans to further educate technological software

Comparison of e-commerce companies in Hong Kong and elsewhere in the world

Proposed solutions

**4) Conclusions and Recommendations**

Culture in Ecommerce Company

Summary of findings

Recommendations

**5) Appendices**

Bibliography

Supporting graphs & Statistics