

Findings Presentation Template

Case Study Report

1. Executive Summary

Provide a concise overview of the key findings, analysis, and actionable recommendations derived from the case study.

2. Background & Context

Summarize the case study subject: context, stakeholders, objectives, and main challenges encountered.

3. Methodology

Briefly outline the research design, data collection methods, and analytical techniques applied during the study.

4. Key Findings

a. Quantitative Data Findings

Present significant trends, patterns, or statistical outcomes. Use tables, charts, or summarized insights as needed.

b. Qualitative Insights

Highlight main themes, observations, or stakeholder feedback emerging from interviews, surveys, or qualitative data sources.

c. Challenges Identified

Discuss critical barriers, issues, or obstacles uncovered by the analysis.

5. Discussion

Interpret the findings in light of the initial objectives and existing literature or comparable benchmarks. Address implications and significance.

6. Recommendations

List practical and actionable steps based on the findings, tailored to address the identified challenges.

- Recommendation 1: [Describe suggested action]
- Recommendation 2: [Describe suggested action]
- Recommendation 3: [Describe suggested action, if any]

7. Conclusion

Summarize the main findings, contributions of the analysis, and any future research or action points.

8. Appendices & References

Include supporting documentation, raw data, or references to information sources where necessary.

Important Notes:

- Structure your findings logically and use clear, concise language.
- Support key insights with evidence such as data or direct quotes.
- Highlight actionable recommendations relevant to the case objectives.
- Avoid unnecessary jargon or ambiguous statements.
- Review for objectivity, accuracy, and relevance before finalizing the presentation.