

WHAT BELONGS IN A LAB REPORT?

- I. **DEADLINES:** All lab reports are due as indicated on lab day. 10 POINTS WILL BE DEDUCTED FOR EACH DAY THEY ARE LATE WITH A MAXIMUM OF TWO DAYS. AFTER TWO DAYS, THE LAB REPORT GRADE WILL BE A 'ZERO'. WHEN INSTRUCTED, 10 POINTS WILL BE DEDUCTED IF THE LAB IS NOT TURNED IN THROUGH TURNITIN.

(Make up labs must be pre-arranged)

II. **REPORTS SHOULD INCLUDED THE FOLLOWING:**

- A. **PURPOSE:** State, in one sentence, what it is that you are trying to do in this laboratory exercise.

B. MATERIALS & METHODS:

Two generally accepted methods apply:

1. Reference the source of your lab procedure and not any changes (do not simply copy the procedure from the lab)
2. Write out the entire procedure (with reference to any other sources you may have used)

C. **DATA:**

1. This section should contain all data found during the lab experiment. **ALL** data should be recorded in BLUE or BLACK ink. Any and all errors are to be crossed out with a single horizontal line (no scribbling).
2. Record any numbers that you MEASURE using proper significant figures (mass in g, vol. in mL, length in cm, etc). Record things you see/smell/hear (color, odor, shininess, precipitates).
3. Any and all calculations done **DURING** the experiment should be included in this section.
4. Any equipment set ups should be diagramed in this section.
5. Don't forget to make sure that the date and names of our lab partners is included in this section.

D. **DATA ANALYSIS:**

1. Any calculations, graphs, or other analysis performed outside the laboratory should be included in this section. Show the SAMPLE calculations not each and everyone unless specifically noted.
2. The formulas used for data analysis should be listed in this section, with a complete example of how it was used. **Remember not to show calculations as prose.** But in a list format, (Formula, plug in the numbers, and answer). Don't forget proper significant figures and units).
3. Include any and all tables and graphs used to analyze the experimental data should be shown in this section.

E. **CONCLUSIONS:**

1. Answers to all questions posed by the experiment should be presented in this section (But do not simply list the answers but rather make coherent paragraphs out of the answers).
2. Don't forget to include a coherent stated of the success or failure of the experiment to demonstrate the principles of being investigated. Address any error and the sources of error.
3. Include answers to any questions posed in a lab procedure for the class.

Examples of appropriate lab reports will be given periodically.