LAB REPORT PREPARATION GUIDELINES

The lab reports should be prepared according to the following guidelines:

• Required: a front page containing the title and number of the session, your name and that of your partner, date the data were taken, the course number and your lab index number. The report should then be organized as specified in the report section at the end of each lab.

• Introduction: This should be a brief (no more than one paragraph) description of the major objectives of the experiment and the general procedure used for the measurements.

• The body of the report should be organized as specified in the report section at the end of each lab. Make sure you address each of the points asked about in your report. Any data tables should contain your data in neat tables with the proper quantities and units. Calculations required to arrive at quantities derived from raw data should be shown explicitly, for a sample of your data. Any formulas used should be given, sample numerical data substituted, and the final answer written down with proper units.

• If graphs are required, use the graph paper available on the lab world wide web page or use a computer graphics package. Select a descriptive title for each graph and label each axis with the proper quantities and units.

• A brief conclusion should be given summarizing the results of the experiment.

LAB REPORT GRADING GUIDELINES

Each lab report is worth 10 points total. The pre-class assignment counts for 1 of those 10 points. The rest of the points are divided among the various sections of the report (including introduction and conclusion). Points will be taken off for any requested item that is not addressed in your report and for items that are done incorrectly. The grader can also take off up to 1 point for general sloppiness and disorganization. The grader can add up to 1 point for very well-organized and carefully prepared reports (but the maximum is 10).