

Student Checklist for Full Laboratory Report

(Must be turned in with report)

Student Name _____

Lab Title _____

1. Title

- ___ A title is included with the report
- ___ The title is a descriptive title. (Not "Copper Lab")
- ___ The date(s) you performed the experiment.

2. Purpose

- ___ Written in paragraph form
- ___ Begins with background information and flows to specific information about the lab
- ___ Chemical reactions are included if appropriate
- ___ Includes an overall goal or problem being investigated

3. Procedure

- ___ A synopsis of the procedure of just a few sentences
- ___ A reference to the lab manual for specific instructions

4. Data & Calculations & Graphs

- ___ This section begins with the data that was collected during the lab
- ___ Tables and graphs are well-spaced, and are drawn out with straight-edges
- ___ The data table is presented in the proper format with the quantity being measured with the units in parenthesis horizontally and the corresponding measures placed vertically
- ___ Units are not included in the *body* of any table
- ___ All data have the proper number of sig figs, reflecting the precision of the measuring equipment
- ___ Graphs (if necessary) are included in the *proper sequence* of the results section, not referred to and placed at the end of the report.
- ___ Graphs (if necessary) are properly labeled with axes and title
- ___ Data is followed by all calculations that were required to achieve the overall result
- ___ Each calculation shows one example with real numbers from the lab and the calculated value that is obtained
- ___ Error calculations (if necessary) are shown with a skeleton calculation
- ___ Error calculations (if necessary) are shown with real numbers from the lab
- ___ A Results Table will be the final information included in the Calculations and Graphs section
- ___ The Results Table includes the results of calculation for all of the information that was calculated during the lab as well as the results of relevant error calculations
- ___ The results table is presented in the proper format with the quantity being measured with the units in parenthesis horizontally and the corresponding measures placed vertically

5. **Conclusions**

___ A simple statement concerning what you can conclude from this experiment

6. **Discussion of Theory**

___ Here you have answered in complete sentences what theory was demonstrated in this experiment

___ You have written what the data showed

___ You have referred back to the purpose of the experiment to write this section

7. **Experimental Sources of Error**

___ Specific sources of error are listed here and how they may have influenced the results in complete sentences

___ A statement is here of what you would do differently to obtain more precise results

8. **Overall Report**

___ All sections of the lab report are written in past tense

___ Personal pronouns are not used in the report (exception – discussion)

___ No spelling errors

___ **Report is LEGIBLE!!!**

___ Each section is clearly labeled

___ Report is neatly organized