

How to Write up Labs and Experiments

Name

Date

Block

Title: Include an experiment # if given.

Purpose: Why are you doing this experiment? What theory or idea are we testing in this experiment?

Materials: List the equipment necessary for the experiment.

Procedure: If the procedures are given step-by-step in the text, make a reference citing the text name and pages used. If none are given then you must record in, order, what was done to reach the conclusion of the experiment. Changes in the directions for either write-up of the procedure, as given by the teacher, should be noted.

Observations

and/or Data: What happened in the experiment? Data tables, diagrams, calculations, and graphs may be required here. They should all be labeled accordingly, and completed in **PENCIL**.

Questions: Answer the questions which are assigned from the text, which often summarize and apply what has been learned. Always answer in complete sentences.

Conclusion: State specifically how the **PURPOSE** was realized or met. That is, the facts to be learned as a result of doing this experiment. The observed data may be summarized in this section.

Lab Report Requirements

1.) Format

- a.) Report is neatly written or typed.
- b.) Report has title describing lab.
- c.) All titles and headings are neatly underlined.
- d.) Report has student name, partner, date, and block.
- e.) Report has all important lab headings (ex. - purpose, materials, procedure etc.).
- f.) Tables, figures, and charts all have a brief title or description explaining information contained.

2.) Questions

- a.) Report questions are **ALL** answered in complete sentences.
- b.) Report questions answer what happened and **WHY** it occurred.
- c.) Answers to the questions show students understanding of lab.

3.) Conclusion

- a.) Report contains a conclusion at end.
- b.) Conclusion summarizes what occurred in lab to discover answer to purpose.
- c.) Conclusion states results of lab. That is . . . **answer the purpose.**

4.) Other

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