# Writing Lab Notebook Reports

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Date Title Page

## General Instructions for reports:

1. All reports must be written in pencil and be submitted to the teacher.
2. Begin writing the lab report on new page of you notebook in the last section.
3. Number each page in the lower right hand corner.* The page numbers are continuous.
4. TITLE and UNDERLINE each section, then begin writing on the NEXT LINE!
5. SKIP one line AFTER each section,

## Your lab report should be written using the following format:

*Name*
*Class Period*

### Title

*(Center on top line) 5 points*
The title should indicate clearly & concisely the subject and scope of the report.

*On the right of line 2, put date & lab #*
*(Be sure to left align & underline headings)* *5 points*

### Introduction (on line 4)

*20 points (PARAGRAPH FORM)*

- The introduction should give *background information about the experiment.*
- Define all vocabulary and list formulas if applicable.
- It should also state the purpose of the investigation.
- This section will be two or more paragraphs in length. (10 sentence minimum per paragraph)

### Hypothesis

*10 points (SINGLE SENTENCE)*

- The hypothesis should be a *single statement telling the exact thing you are trying to prove in your experiment.* Written as If… then … statements

### Materials

*10 points (List or statement)*

- List all of the materials and equipment used.
- Be sure to include specific amounts and concentrations of chemicals used.
- May be written in sentence form statement, "*The materials used include ____, ____, etc.*"

## Methods *(Procedure)*

*20 points (PARAGRAPH FORM; OR LIST)*

- This section *explains the* ***step-by-step DETAIL*** *procedures* used.
- The description should be so thorough that someone else could use your listed materials and procedures to conduct the same experiment and get the same results.

## Results (Data & Questions)

*10 points*

- All data should be collected and organized in a logical order.
- Results should be illustrated as charts, tables, graphs, &/or diagrams.
- Calculations and explanation should be in this section.
- All graphs should include a title, the independent variable labeled on the horizontal axis, and the dependent variable labeled on the vertical axis.
- *All lab questions and answers should be included also with this section.* (NUMBER & UNDERLINE the questions & then write the answers)
- Error Analysis should include any important factors that you think may have actually affected your results.

## Discussion and Conclusion

*20 points (PARAGRAPH FORM) – **at least 10 sentence***

**Discussion is the most important part of your report, because here, you show your understanding of the experiment beyond the simple level of completion!!!!**

- This is where you give a detailed account of what happened in the experiment.
- Explain all observations and results in your experiment.
- Analyze and interpret why these results were obtained.
- Be sure to tell the significance or meaning of the results.
- Restate the original hypothesis and explain whether the experiment succeeded. If the hypothesis was accepted or rejected, you should analyze why or why not the results were not as predicted.
- Explain experimental errors that appear in the results and what you would do differently.

# Possible of 100 points!!!!!