

## WHAT BELONGS IN A COMPLETE LAB REPORT

### 1) PURPOSE

In this section, state the main reasons you do the lab.

2 pt. if complete and correctly presented

1 pt. if incomplete or not well written

0 pt. if missing

### 2) PROCEDURE

Give a clear description of what you did—1<sup>st</sup> person (I, we) and past tense

2 pt. if complete and correctly presented

1 pt. if incomplete or not well written

0 pt. if missing

### 3) RESULTS

Present your results in both data table and chart.

2 pt. if complete and correctly presented

1 pt. if incomplete or not well written

0 pt. if missing

### 4) ANSWERS TO QUESTIONS

Answer the questions in numbered order.

2 pt. if complete and correctly presented

1 pt. if incomplete or not well written

0 pt. if missing

### 5) DISCUSSION

Provide information about what you know concerning the topic in several paragraphs. Include a summary of the key ideas mentioned in the Purpose.

Discuss any possible errors that may have happened in your Procedure.

Explain what the results show. Expand on any ideas in the Questions.

2 pt. if complete and correctly presented

1 pt. if incomplete or not well written

0 pt. if missing

### 6) REFERENCES AND ACKNOWLEDGEMENTS

Cite any print and electronic references you used, following appropriate style, and give credit to any people who helped you.

1 pt. if included with proper style

0 pt. if missing