

LAB REPORT GUIDELINES

Every Lab Report should present the following parts:

- 1) NAME, STUDENT ID and PARTNER'S NAME

- 2) TITLE of the EXPERIMENT (use Key words)

- 3) ABSTRACT

- 4) RESULTS
 - a. Table and Graphs
 - b. Sample calculation for each recurring calculation)
 - c. Safety Information for the chemicals actually used.

- 5) DISCUSSIONS (if required by the Instructor. Check with the Instructor for every Lab Report)

- 6) CONCLUSIONS

For further details check the Introductory part of the Lab Manual of the College website at the following link:

<http://alexandercollege.ca/writing-and-learning-centre/science-tools/> Look for [Outline – Scientific Research Essay](#) or/and

[Writing Guide – Scientific Lab Report](#)

GENERAL LAB REPORT						
	Excellent 32 pts	Good (N/A)	Fair (N/A)	Poor (N/A)	Very Poor 0 pts	
Student's Name (1 point)	Excellent All information is provided. <ul style="list-style-type: none"> Name and Last name are present. Student ID and Name of Partner. Date of the experiment. 	Good Almost all information is provided. Partner's name or date are missing	Fair Name is provided, but other information is missing.	Poor Name is not on lab.	Very Poor Name is not on lab.	
Title (2 points)	Excellent The title describes clearly the core of the experiment. Using <u>key-words</u> . The title is original or paraphrased.	Good Title describes clearly the core of the experiment. But it is not original or paraphrased	Fair Title describes somehow the core of the experiment.	Poor Title does not describe clearly the core of the experiment.	Very Poor Title is no title..	
Abstract (5 points)	Excellent <ul style="list-style-type: none"> It summarizes the purpose in one sentence. It's written according to the 5 sentence structure (Introduction, Purpose, Method, Results, Conclusion) Sentences are logically connected 	Good The purpose has been stated but is not in a full sentence. The principal findings and the summary is greater than 4 sentences.	Fair The purpose has been stated. The principal findings and the summary is longer than allotted and copied word for word from the lab packet. Sentences are not logically connected	Poor Missing purpose. The principal findings are not reported.	Very Poor not listed	
Safety Considerations (2 points)	Excellent All information necessary to carry out the lab safety is included (Hazards and safety procedures). Precautions are included.	Good Most information necessary to carry out the lab safety is included (Hazards and safety procedures). Precautions are included.	Fair Some information necessary to carry out the lab safety is included. Precautions are missing.	Poor Important information necessary to carry out the lab is missing. Precautions are missing.	Very Poor none listed	

Results (Data) (5 points)	<p style="text-align: center;">Excellent</p> <p>Are neatly organized in written or table form accurate, detailed, and easy to understand.</p> <ul style="list-style-type: none"> • Tables and/or graphs report captions. • Graphs report axis titles, graph title, a legend (if needed). • Graph is properly sized. • Raw data are attached as separate files. 	<p style="text-align: center;">Good</p> <p>Results are accurate, but not detailed.</p> <ul style="list-style-type: none"> • Tables and graphs are clearly organized but are not fully explained by captions. • Graphs report a title, axis titles and legend (if needed) but are not properly sized. 	<p style="text-align: center;">Fair</p> <p>Results are accurate, but somewhat difficult to understand.</p> <ul style="list-style-type: none"> • Figures captions are missing. • Graphs/tables layout are not clear. 	<p style="text-align: center;">Poor</p> <p>Results are inaccurate.</p>	<p style="text-align: center;">Very Poor</p> <p>Results are missing.</p>	
Discussion (5 points)	<p style="text-align: center;">Excellent</p> <ul style="list-style-type: none"> • Reports concluding discussion, including comparison of results with literature or theoretical values. • Answer or comment on points of discussion. • Presents information in light of the theory presented in the experiment description. • It is reported according to an essay-like structure 	<p style="text-align: center;">Good</p> <ul style="list-style-type: none"> • Reports concluding discussion, including comparison of results with literature or theoretical values. • Does not fully answer the points of discussion. • Presents information in light of the theory presented in the experiment description. 	<p style="text-align: center;">Fair</p> <p>Does not report concluding discussion, including comparison of results with literature or theoretical values.</p> <p>Does not fully answer the points of discussion.</p> <p>Presents information in light of the theory presented in the experiment description.</p>	<p style="text-align: center;">Poor</p> <p>Discussion lacks of explanations and details.</p>	<p style="text-align: center;">Very Poor</p> <p>There is no discussion</p>	
Conclusion (5 points)	<p style="text-align: center;">Excellent</p> <p>Shows a clear connection between the objective and the results achieved.</p>	<p style="text-align: center;">Good</p> <p>Restates objective but unclear connection between purpose and the results achieved.</p>	<p style="text-align: center;">Fair</p> <p>Restates objective but unclear connection between purpose and the results achieved.</p>	<p style="text-align: center;">Poor</p> <p>Objective is not restated and no clear connection to results achieved.</p>	<p style="text-align: center;">Very Poor</p> <p>Conclusion is incorrect or missing.</p>	
Format (Neatness) (2,5 points)	<p style="text-align: center;">Excellent</p> <p>Format is followed exactly. Typed in 12 pt Times New Roman double line spaced. (Same applies for handwriting)</p>	<p style="text-align: center;">Good</p> <p>Format is almost followed. A few items are out of order. Typed in 12 pt Times New Roman , double line spaced. (Same applies for handwriting)</p>	<p style="text-align: center;">Fair</p> <p>Format is not followed.</p>	<p style="text-align: center;">Poor</p> <p>Format not followed.</p>	<p style="text-align: center;">Very Poor</p> <p>no format.</p>	

English Revision (2,5 points)	<ul style="list-style-type: none"> • The report has been reviewed with the Writing Centre. • English is fluent and correct. • Proof from the Writing Centre is provided for student/s writing the report 	<ul style="list-style-type: none"> • The report has been reviewed with the Writing Centre. • English is faulty. OR • Proof from the Writing Centre is <u>not</u> provided for student/s writing the report 	<ul style="list-style-type: none"> • The report has been reviewed with the Writing Centre. • English is fluent and correct. AND • Proof from the Writing Centre is <u>not</u> provided for student/s writing the report 	<ul style="list-style-type: none"> • The report has been NOT been reviewed with the Writing Centre. • English is fluent and correct. 	<ul style="list-style-type: none"> • The report has been reviewed with the Writing Centre. • English is faulty. 	
Grammar, Writing Style (2 points)	<p>Very good, concise, clear, effective writing. Information is presented at a level that exceeds expectations for this course.</p>	<p>Good, some writing errors but they do not hinder the overall clarity; information is presented at a level that is appropriate for this course.</p>	<p>Acceptable, some writing errors that sometimes hinder clarity; information is presented at a level that is acceptable for this course.</p>	<p>Significant writing errors that hinder clarity. Information is presented at a level that is unacceptable for this course.</p>		