**CHECKLIST FOR LAB 2**

*[Note: This is the first page of your lab report. One person should check and certify]*

|  |  |
| --- | --- |
| **General Formatting Questions** | **Student Initial** |
| 1 | Do you have the same font and font size across the whole report? | [yes | no] |  |
| 2 | Are your tables and figures numbered?  | [yes | no] |  |
| 3 | Do your tables and figures have descriptive captions?  | [yes | no] |  |
| 4 | Did you refer to your tables and figures in the report?  | [yes | no] |  |
| 5 | Did you include units for all your measurements?  | [yes | no] |  |
| **Letter of Transmittal** |  |
| 1 | Did you briefly discuss your results?  | [yes | no] |  |
| **Materials and Methods** |  |
| 1 | Is this section written in paragraphs? (not bullet points or numbers lists) | [yes | no] |  |
| 2 | Does it include brand name, model number of instruments used? | [yes | no] |  |
| 3 | Does it include pictures (taken by your team) of the instruments | [yes | no] |  |
| 4 | Did you separate into subsections for each measurement?  | [yes | no] |  |
| **Results and Discussion** |  |
| 1 | Did you compare with the existing values?  | [yes | no] |  |
| 2 | Did you provide citations for the existing values? | [yes | no] |  |
| 3 | Did you answer the discussion questions in the deliverables section? | [yes | no] |  |
| 4 | Did you write discussion in paragraph format? (not question & answer format) | [yes | no] |  |
| 5 | Did you report the average and standard deviation for triplicate measurements? | [yes | no] |  |
| 6 | Did you answer yes to all the questions above?  | [yes | no] |  |

**CERTIFICATION (one person per team only)**

1. I acknowledge that the checklist is a guideline for minimum requirements in this lab report. Meeting these requirements does not guarantee a 100% grade.
2. I affirm that I was able to go through the checklist items above and ensure that my team was able to produce a report that meets the above requirements.

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 DATE PRINTED NAME SIGNATURE

**TEMPLATE LAB REPORT 2**

*[This is provided as a guideline. Use this to write your lab report. Delete descriptive guides before you submit]*

[LAB NAME]

[TEAM MEMBER NAMES]

|  |  |
| --- | --- |
| Name | Section Contributed |
|  |  |
|  |  |
|  |  |
|  |  |

[DATE SUBMITTED]

Page 2

**Letter of Transmittal** –

*[Look at the example provided. Briefly explain the purpose of the experiment and some of the results you obtained]*

Page 3

**Objective:**

*[State the objective of the experiment in your own words do not copy from lab handout]*

**Materials and Methods**

*[for each fluid property: what instrument did you use? Mention the brand name, model number and include a picture that was taken by your team. Mention any equations that were used]*

*[In your own words, explain the procedure as you did in the lab. Please do not write instructions like it was written in the lab handout. Bullet points and numbered lists are not acceptable. Divide into subsections for each fluid property]*

*[Reproducibility is key. Your report should be clear enough for someone to re-do the experiment using your steps and getting same results]*

**Results and Discussion**

*[In your own words, explain the results from each experiment. Organize your results into subsections and provide tables where necessary.]*

*[Compare the results you obtained in the lab with the existing values (look them up, use google). Cite the sources for the values you obtained. Explain the discrepancy for possible reasons]*

*[Discuss the error associated with these values. If you did triplicates, report an average and standard deviation of the three values. Do not report three values]*

**Conclusions**

*[Summarize your report and explain what you learned from this process]*

**References**

*[Your references should not include the lab handout or Wikipedia. Include reputable sources]*