

Lab Report Checklist

**To avoid common lab-writing mistakes*

Technical Aspects:

Questions for your Report...

- Is it written in past tense?
- Is it double-spaced?
- Is it written in passive voice (does not contain 'I', 'we', 'my lab group', 'the students', 'the scientists', 'the experimenters'...etc)?
- Is it free of any contractions (Didn't = Did not)?
- Are all abbreviations or acronyms established?
- Does it contain in-text citations for any sources used?
- Does it contain a work-cited page for any sources used?
- Are all cited sources in MLA format on the Works Cited page?

Scientific Aspects:

Questions for your Report.....

- Does it contain all parts of a lab report?
- Does it address all questions specific to *this* particular lab?
- Does it explain/define all new theories and terms in the Introduction?
- Does it contain all required tables, graphs, and sample calculations?
- Do all tables and graphs contain titles and measured quantities with appropriate units?
- Does the Error Analysis give suggestions for improved results?
- Are you referencing your data, formulas, and/or results to back up statements made in the Analysis and Conclusion sections?
- There are no sweeping generalizations ("Everybody knows that....")