

Name _____ Date of Data Collection _____

Class Period _____ Lab Days/Period _____ Teacher _____

Writing a Laboratory Report

Background: By now you have seen a couple of examples of what is considered an “acceptable” lab format for this classroom. Each lab report must include the major (boldfaced) headings to receive credit. By the end of this lab you will be able to construct a well-formatted laboratory report. It is imperative that while writing a report you assume (a vague term) that the person performing the experiment has a general understanding of the scientific method, but minimal knowledge of the possible outcomes of the experiment

Laboratory Safety Precautions: The following symbols represent the precautions that are required for this lab:



Purpose: The purpose of this laboratory experience is:

- to develop a better understanding of the steps associated with writing an acceptable laboratory report.
- to understand why being specific in your directions is crucial for performing an experiment or investigation.
- to learn to write a laboratory report that looks professional.
- to use a computer to generate a report that can be handed in for grading.

Materials: The following materials are needed to complete this laboratory experience:

- | | |
|--------------------|---------------------|
| -lab papers | -pen and pencil |
| -scrap paper | -peanut butter* |
| -jelly* | -sliced bread* |
| -paper towels* | -plastic knife* |
| -digital camera* | -computer/software* |
| -shoe with laces** | |

(* indicates a home based activity; ** indicates an in class activity)

Procedure: The following procedure is utilized to perform this experience:

1. Using your knowledge of how a procedure should be written, write a hypothesis (remember to make it an “If...then...” statement) about being able to make a peanut butter and jelly sandwich. Put your hypothesis below.

Hypothesis:

Name _____ Date of Data Collection _____

Class Period _____ Lab Days/Period _____ Teacher _____

2. Using the chart on the next page, list the steps someone would need to follow to make a peanut butter and jelly sandwich. **IF YOU ARE ALLERGIC TO PEANUTS OR PEANUT PRODUCTS, DO NOT TRY TO PERFORM THIS PART OF THE EXPERIMENT.** See your teacher for an alternate activity.
3. Once you have completed the procedure, have another student (or two students) read it as a check for validity and clarity.
4. Once you have completed your validity and clarity check, use a computer to generate the report. Make certain that:
 - i. Margins are kept at 1", top, bottom, left, and right.
 - ii. You are using either 12 point Times New Roman or 12 point Arial font (standard for business and education).
 - iii. Single spacing is standard for the entire report.
 - iv. Tables, charts, or diagrams are clearly labeled and included only as appropriate.

Procedure for Making a Peanut Butter and Jelly Sandwich

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

Name _____ Date of Data Collection _____

Class Period _____ Lab Days/Period _____ Teacher _____

Now that you have completed the procedure for making a peanut butter and jelly sandwich, you are up to speed and able to tackle a bit more daunting task.

Procedure for Tying Your Shoe

(modified from a lab by Mark Heilbrunn, The Frank Sinatra School of the Arts 501 Q, Long Island City, NY)

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.
11.
12.
13.
14.

Name _____ Date of Data Collection _____

Class Period _____ Lab Days/Period _____ Teacher _____

Data: The following data was collected in this lab experience:

(Your data will be specific to your lab. Feel free to draw your “findings, take digital pictures and insert them, or find internet images and paste them here. Make certain to give credit to those that may have created the image with a brief bibliography)

Conclusion: The following can be concluded from performing this lab experience:

Why did you do this lab?

What was the most difficult part of this lab? How did you overcome your difficulties?

What areas of the lab did you find most helpful? How successful was your first attempt at writing a procedure? Where did you make errors?

Analysis Questions: Attach a copy of either the “Peanut Butter and Jelly Sandwich” lab write-up or your “Tying Your Shoe” lab write-up to this paper in the format suggested. Failure to use the approved format will result in denial of credit until the lab is done appropriately.

Images Used:

Sharp Instrument Safety Symbol: <http://www.beckman.com/customersupport/images/sharpobj.gif>

Possible Allergy Alert: <http://www.wpclipart.com/medical/sneeze.png>