

Directions

Now that the lab is complete, it is time to write your lab report. The purpose of this guide is to help you write a clear and concise report that summarizes the lab you have just completed.

The lab report is composed of two sections:

Section I: Overview of Investigation

- Provide background information.
- Summarize the procedure.

Section II: Observations and Conclusions

- Include any charts, tables, or drawings required by your teacher.
- Include answers to follow-up questions.
- Explain how the investigation could be improved.

To help you write your lab report, you will first answer the four questions listed below based on the lab that you have just completed. Then you will use the answers to these questions to write the lab report that you will turn in to your teacher.

You can upload your completed report with the upload tool in formats such as OpenOffice.org, Microsoft Word, or PDF. Alternatively, your teacher may ask you to turn in a paper copy of your report or use a web-based writing tool.

Questions

Section I: Overview of Lab

- 1. What is the purpose of the lab?**

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2. What procedure did you use to complete the lab?

Outline the steps of the procedure in full sentences.

Section II: Observations and Conclusions

3. What charts, tables, or drawings would clearly show what you have learned in this lab?

Each chart, table, or drawing should have the following items:

- a. An appropriate title
- b. Appropriate labels

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4. If you could repeat the lab and make it better, what would you do differently and why?

There are always ways that labs can be improved. Now that you are a veteran of this lab and have experience with the procedure, offer some advice to the next scientist about what you suggest and why. Your answer should be at least two to three sentences in length.

Writing the Lab Report

Now you will use your answers from the four questions above to write your lab report. Follow the directions below.

Section I: Overview of Lab

Use your answers from questions 1 and 2 (above) as the basis for the first section of your lab report. This section provides your reader with background information about why you conducted this lab and how it was completed. It should be one to two paragraphs in length.

Section II: Observations and Conclusions

Use your answers from questions 3 and 4 (above) as the basis for the second section of your lab report. This section provides your reader with charts, tables, or drawings from the lab. You also need to incorporate your answers to the follow-up questions (from the Student Guide) in your conclusions.

Overall

When complete, the lab report should be read as a coherent whole. Make sure you connect different pieces with relevant transitions. Review for proper grammar, spelling, punctuation, formatting, and other conventions of organization and good writing.